



Naval Facilities Engineering Command
EEO Program Status Report
FY 2014

EEO Program Status Report

FY 2014

Parts A - D

EEOC FORM 715-01 PART A - D		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
For period covering October 1, 2013 to September 30, 2014					
PART A Department or Agency Identifying Information	1. Agency		1. Department of the Navy		
	1.a. 2 nd level reporting component		Naval Facilities Engineering Command		
	1.b. 3 rd level reporting component				
	1.c. 4 th level reporting component				
	2. Address		2. 1322 Patterson Avenue, SE, Suite 1000		
	3. City, State, Zip Code		3. Washington Navy Yard, DC 20374		
	4. CPDF Code	5. FIPS code(s)	4. NV	5. 25	
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees			1. 14,406	
	2. Enter total number of temporary employees			2. 188	
	3. Enter total number employees paid from non-appropriated funds			3. 0	
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]			4. 14,594	
PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Head of Agency Official Title		1. K. L. Gregory, Rear Admiral, CEC, U.S. Navy Commander, NAVFAC		
	2. Command EEO Officer		2. K. L. Gregory , Rear Admiral, CEC, U.S. Navy Commander, NAVFAC		
	3. Principal EEO Director/Official Official Title/series/grade		3. [REDACTED]		
	4. Title VII Affirmative EEO Program Official		4. [REDACTED]		
	5. Section 501 Affirmative Action Program Official		5. [REDACTED]		
	6. Complaint Processing Program Manager		6. [REDACTED]		
	7. Other Responsible EEO Staff				

EEOC FORM 715-01 PART A - D	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT		
PART D List of Subordinate Components Covered in This Report	Subordinate Component and Location (City/State)		CPDF and FIPS codes
	Naval Facilities Engineering Command Atlantic, Norfolk, VA	NV	25
	Naval Facilities Engineering Command Pacific, Pearl Harbor, HI	NV	25
	Naval Facilities Expeditionary Warfare Center , Port Hueneme, CA	NV	25
	Naval Crane Center, Norfolk, VA	NV	25
	Naval Facilities Engineering Command EURAFSWA, Naples, Italy	NV	25
	Naval Facilities Engineering Command MIDLANT, Norfolk, VA.	NV	25
	Naval Facilities Engineering Command MIDWEST, Great Lakes, IL.	NV	25
	Naval Facilities Engineering Command Washington, Washington, DC.	NV	25
	Naval Facilities Engineering Command Northwest, Silverdale, WA.	NV	25
		Naval Facilities Engineering Command Southeast, Jacksonville, FL.	NV
Naval Facilities Engineering Command Southwest, San Diego, CA.		NV	25
Naval Facilities Engineering Command Hawaii, Pearl Harbor, HI.		NV	25
Naval Facilities Engineering Command Marianas, Agana, Guam		NV	25
Naval Facilities Engineering Command Far East, Japan, Honshu, Yokosuka		NV	25
Naval Facilities Institute, Port Hueneme, CA.		NV	25
EEOC FORMS and Documents Included With This Report			
*Executive Summary [FORM 715-01 PART E], that includes:	X	*Optional Annual Self-Assessment Checklist Against Essential Elements [FORM 715-01PART G]	X
Brief paragraph describing the agency's mission and mission-related functions	X	*EEO Plan To Attain the Essential Elements of a Model EEO Program [FORM 715-01PART H] for each programmatic essential element requiring improvement	X
Summary of results of agency's annual self-assessment against MD-715 "Essential Elements"	X	*EEO Plan To Eliminate Identified Barrier [FORM 715-01 PART I] for each identified barrier	X
Summary of Analysis of Work Force Profiles including net change analysis and comparison to NCLF	X	*Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities for agencies with 1,000 or more employees [FORM 715-01 PART J]	X
Summary of EEO Plan objectives planned to eliminate identified barriers or correct program deficiencies	X	*Copy of Workforce Data Tables as necessary to support Executive Summary and/or EEO Plans	X
Summary of EEO Plan action items implemented or	X	*Copy of data from 462 Report as necessary to	X

accomplished		support action items related to Complaint Processing Program deficiencies, ADR effectiveness, or other compliance issues	
*Statement of Establishment of Continuing Equal Employment Opportunity Programs [FORM 715-01 PART F]	X	*Copy of Facility Accessibility Survey results as necessary to support EEO Action Plan for building renovation projects	
*Copies of relevant EEO Policy Statement(s) and/or excerpts from revisions made to EEO Policy Statements	X	*Organizational Chart	X

EEO Program Status Report

FY 2014

Parts E

Executive Summary

EEOC FORM 715-01 PART E	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Naval Facilities Engineering Command (NAVFAC)	For period covering October 1, 2013 to September 30, 2014.	
EXECUTIVE SUMMARY		
<p>Introduction</p> <p>Fiscal year (FY) 2014 will serve as a baseline year for future comparisons of the Naval Facilities Engineering Command (NAVFAC) EEO Program. FY 2014 represents the first complete fiscal year that NAVFAC's EEO services were provided by NAVFAC employees under the new Human Resources (HR) Service Delivery Model. All NAVFAC Echelon III and IV commands and all Warfare and Specialty Centers are provided EEO services by NAVFAC personnel, with the exception of NAVFAC Europe Africa Southwest Asia (EURAFSWA), NAVFAC Far East, NAVFAC Marianas, and Public Works Department Guantanamo Bay which received services from the regional Commander Navy Installation Command (CNIC) Human Resources Office. The new HR Service Delivery Model allows NAVFAC to have direct control of its EEO servicing.</p> <p>FY 2014 was a year of significant challenges and changes for the NAVFAC EEO Program. As a result of the new HR Service Delivery a number of NAVFAC EEO Practitioners were reassigned from other HR functions in FY 2013. While training was provided in FY 2013 by the Department of the Navy (DON) Office of EEO Management, additional training was and continues to be required.</p> <p>Workforce data tables from the DON Office of EEO Management were not available until July 2014 and access to pull the data was limited to three people within the command. As a result, two weeks were required to pull and distribute the workforce data tables for all of NAVFACs subordinate commands (i.e. all Echelon III and IV commands and Warfare/Specialty Centers). Workforce data to conduct deeper workforce analysis was not provided by the DON Office of EEO Management, and while Total Workforce Management Services (TWMS) data may be used, its Race/Ethnicity Codes are not properly aggregated and allocated for MD-715 purposes¹. The lack of data and accounts to pull the data from the authoritative data source significantly impacts NAVFAC's ability to conduct a proper barrier analysis.</p> <p>An additional challenge for the NAVFAC EEO Program was the lack of a Command Deputy EEO Officer (CDEEOO) for half the fiscal year. The NAVFAC CDEEOO position was vacant from October 2013 until April 2014. The NAVFAC Complaints Manager performed some of the duties of the CDEEOO, but the vacancy did impact the program. Despite these challenges, the NAVFAC EEO Program did make progress as evidenced in the information below.</p> <p>In FY 2015, NAVFAC is expected to make significant strides in becoming a Model EEO Program. Three program deficiencies were identified in FY 2014. Planned activities were developed to</p>		

¹ The EEOC requires agencies to combine/allocate certain demographic groups together to form the demographic groups reported in the MD-715. TWMS does not separate Native Hawaiian/Other Pacific Islanders from the Asian demographic group, thereby, not allowing for a proper MD-715 data analysis.

eliminate the program deficiencies through greater program alignment, headquarters oversight, and accountability measures. Several triggers were identified in FY 2014 for which barrier analysis will be conducted. FY 2015 planned activities were developed to align the effort throughout the subordinate commands, provide the subordinate commands with headquarters guidance, and lay the foundation for future success. To assist EEO Practitioner in executing the planned activities, training will be provided in Barrier Analysis, Complaints Processing, Reasonable Accommodation, and iComplaints data entry.

Summary of Self-Assessment Against the EEO Model Essential Elements

NAVFAC is committed to maintaining effective affirmative programs of equal employment opportunity under Section 717 of Title VII and effective affirmative action programs under Section 501 of the Rehabilitation Act. NAVFAC's commitment is evident at all levels of the organization.

ESSENTIAL ELEMENT A: Demonstrated Commitment from Agency Leadership

Strengths

- In FY 2014, the NAVFAC Commander issued an EEO Policy Statement, a Policy Statement on the Prevention and Elimination of Harassment in the Workplace, an Alternative Dispute Resolution Policy Statement, a Reasonable Accommodation Policy Statement, and a Diversity Policy Statement. The Commanding Officers (CO) at the subordinate commands also issued EEO Policy Statements and most issued multiple policy statement addressing many of the areas above.
- NAVFAC Senior leaders communicated their support and commitment to the principles of EEO through:
 - The NAVFAC Commander announcement of the start of the Command's annual assessment.
 - The revised NAVFAC EEO Poster with the commander's statement declaring her commitment to a culture of fairness, equality, diversity, and equality of access, opportunity, and competition in all aspects of NAVFACs operations, personnel employment programs, and management practices, policies and procedures. Some subordinate commands' posters also contain statements from their CO's affirming their commitment to EEO.
 - An email from the NAVFAC Executive Director to NAVFAC civilian leaders advising them that to ensure equality of employment opportunity they should inform all eligible employees of the opportunity to apply for the Leadership Development Program and to "encourage employees from all segments of our workforce to apply to promote a diverse candidate pool."
- EEO program information is distributed to all employees. EEO Posters are on official bulletin boards. Subordinate commands report using a variety of methods to disseminate EEO program information to the workforce, to include: sending all hands emails, publishing newsletters and brochures containing information about EEO, reasonable accommodation and alternative dispute resolution (ADR), and posting information on the NAVFAC internal portal.
- New Supervisors are required to take EEO training and new employees and supervisors are provided copies of Command EEO policy statements.
- Subordinate commands accomplished their annual assessment for the current reporting

period.

Weaknesses

- None identified.

ESSENTIAL ELEMENT B: Integration of EEO into the Agency's Strategic Mission

Strengths

- The NAVFAC Command Deputy EEO Officer (CDEEOO) has regular and effective means of informing the NAVFAC Commander, the Executive Director and other Senior Leaders on the EEO Program. In FY 2014 the DEEOO:
 - Provided the State of the EEO Brief to Senior Leadership.
 - Briefed the NAVFAC Business Directors (BD) (i.e. the senior civilians at NAVFAC subordinate commands) on the EEO Program.
 - Provided an EEO Update to the Executive Director and Chief Management Officer (both members of the Senior Executive Service).
 - Held regular meetings with the Chief Management Officer.
 - Provided EEO metrics for the Quarterly Review Board (QRB) meetings, which is attended by all senior leaders. The QRB is a metric and execution review board to improve agility, assess corporate risk, track the execution of the internal resources (dollars and workforce) allocated within the current fiscal year, and review compliance issues (e.g., human capital, contract court, etc.).
- Subordinate command Deputy EEO Officers (DEEOO) reported regular and effective access to Senior Leaders. The frequency of meetings ranged from monthly to quarterly. Information shared includes: EEO metrics, status on FY14 initiatives, progress in achieving the six essential elements of a model EEO program, complaint processing data, reasonable accommodation processing data and ADR.
- The NAVFAC CDEEOO and other EEO Officials are present during deliberations regarding strategic workforce planning, recruitment, selection for training/career development opportunities and other workforce changes.
 - The CDEEOO attends the Business Management Board (BMB) meetings. The BMB is an advisory board to the Senior Leadership Board for significant issues pertaining to the coordination, integration, and management of NAVFAC business and support lines. It is also a decision board that manages the day-to-day operations and provides direction and oversight of programs, policies, and initiatives.
 - The CDEEOO attends the QRB meetings.
 - The CDEEOO attends the Position Management Board (PMB) meetings. The PMB is responsible for assessing the mission of the organization, the skillful use of people to accomplish the organization's mission, while conserving average grade levels and controlling personnel costs. PMBs use a systematic approach to determine the number of positions needed, the skills and knowledge required, and the grouping and assignment of duties and responsibilities to achieve the maximum efficiency and economy in the work force.
 - The CDEEOO attended the meetings in which the selections were made for the

NAVFAC Leadership Development Program and the NAVFAC participants to the Federal Executive Institute.

- The CDEEOO attends the bi-weekly BD Meetings, bi-weekly Director of Civilian Human Resources (DCHR) – Human Resources Director (HRD) meetings, and weekly Total Force Staff meetings.
- EEO Officials at headquarters and at subordinate commands work collaboratively with HR in areas of recruitment, training, and reasonable accommodations.
- EEO Officials at headquarters and at subordinate commands work collaboratively with counsel in the processing of discrimination complaints. Many subordinate command EEO Offices have regular meetings with counsel to address complaint issues. At the headquarters level EEO Officials collaborate with headquarters counsel to provide advice and guidance to field activities.

Weaknesses

- Sufficient resources to conduct a thorough barrier analysis, in the form of appropriate workforce data was lacking in FY 2014. As stated above, workforce data tables from the DON Office of EEO Management were not available until July 2014 and access to pull the data was limited to three people within the command. Workforce data to conduct deeper workforce analysis was not provided by the DON EEO Management Office, and while TWMS data may be used, its Race/Ethnicity Codes are not properly combined for MD-715 purposes. In FY 2015, the NAVFAC CDEEOO will consult with the DON Office of EEO Management on obtaining the required data, and work with the NAVFAC Point of Contact for TWMS to request system changes to properly aggregate and calculate Race/Ethnicity Codes.

Essential Element C: Management and Program Accountability

Strengths

- EEO Officials at headquarters and subordinate commands provide EEO updates to senior management officials. The frequency of the updates range from monthly to quarterly.
- As stated above, EEO Officials work closely with HR to effectively implement the NAVFAC EEO Program.
 - The NAVFAC Affirmative Employment Program Manager works collaboratively with a NAVFAC HR Specialist in representing NAVFAC as part of the Navy SYSCOM Civilian Recruiting, Diversity & Affinity Partnership. The SYSCOM Partnership uses efficient and innovative recruiting strategies to enable the Department of the Navy to acquire top talent through exclusive access to high caliber candidate pools. As a team, the SYSCOMs identify targeted recruiting venues that align with specific hiring needs and provide a diverse talent pool for hiring managers to draw upon when making important hiring decisions. Through the use of cutting-edge in-person and virtual recruiting strategies, the Navy Civilian Careers Recruiting Team is able to identify and attract the most qualified individuals.
 - EEO and HR Specialists at all levels work collaboratively with supervisors, and when deemed necessary the Office of General Counsel, in the processing of

reasonable accommodation requests. Reasonable accommodation procedures are reviewed to ensure compliance. Prior to requesting an expanded job search the DCHR, the CDEEOO, Counsel review subordinate commands' accommodation efforts. In FY 2014, one case was returned to a subordinate command for further processing.

- NAVFAC managers and supervisors are provided yearly EEO training. Subordinate commands report various training topics are addressed, to include: EEO, ADR, and reasonable accommodation procedures.
- In December 2013, NAVFAC filled a new Discrimination Complaints Manager position. The NAVFAC Complaints Manager is responsible for complaint processing throughout NAVFAC. In FY 2014, she has monitored complaint processing, provided advice and guidance, and produced metrics to report to leadership.
- In FY 2014, NAVFAC designated an Affirmative Employment Program Manager to be responsible for the NAVFAC Affirmative Employment Program.
- The CDEEOO holds monthly meetings with the NAVFAC DEEOO to discuss issues and developments impacting the NAVFAC EEO Program. Training was also provided during some of the monthly meetings.

Weaknesses

- None identified.

Essential Element D: Proactive Prevention of Unlawful Discrimination

Strengths

- Using the workforce data tables from HR Link and previous fiscal year data, a five year trends analysis was conducted. See attached workforce data analysis.
- All subordinate commands were required to submit their annual self-assessment. Subordinate commands submitted the various parts of the EEO Program Status report to the NAVFAC headquarters' EEO Office for consolidation. To assist subordinate command personnel in completing this year's submission and improve future barrier analysis efforts, training was provided on the completion of the EEO Program Status Report and barrier analysis.
- In FY 2014 the NAVFAC Commander issued a Prevention and Elimination of Harassment in the Workplace Policy Statement.
- FY 2014 barrier analysis efforts revealed a barrier to equality of employment opportunity for individuals with disabilities. In FY 2013, one subordinate command identified an attitudinal barrier towards individuals with disabilities. In FY 2014, additional commands addressed the issue of attitudinal barriers in their Part I's (Plans to Eliminate Identified Barriers). Two subordinate commands identified an attitudinal barrier as a result of comments made by supervisors. The attitudinal barrier identified in FY 2013 dealt with supervisor's unease in interacting with individuals with disabilities, concerns with the perception that qualification standards needed to be lowered for individuals with disabilities, and the cost of reasonable accommodations. In FY 2014, a subordinate command identified a barrier related to the perception that individuals with disabilities cannot perform the duties required of positions in the NAVFAC workforce. The NAVFAC Part I-3 contains a

planned activity to develop and deploy an appropriate elimination plan.

Weaknesses

- In-depth barrier analysis has not been conducted by subordinate commands. To address this weakness, NAVFAC developed Part I planned activities that will enable the subordinate commands to conduct more intensive barrier analysis.

Essential Element E: Efficiency

Strengths

- In FY 2014, audits of NAVFAC Pacific, NAVFAC Marianas, NAVFAC Hawaii, NAVFAC Mid-Atlantic, NAVFAC Southeast, and NAVFAC EURAFSWA's EEO programs were conducted.
- Each subordinate command has designated a reasonable accommodation point of contact to coordinate and assist with the processing of reasonable accommodation requests.
- The NAVFAC Discrimination Complaints Manager uses iComplaints to track the timeliness of EEO complaint processing by the subordinate commands. She conducts monthly review of complaint data and provides monthly complaints metrics to the CDEEOO, DCHR, and senior leadership on a quarterly basis. To assist the subordinate commands track their own complaints processing timeframes, the CDEEOO provided the DEEOO with training on how to use the report function in iComplaints to monitor the status of their complaints.
- The NAVFAC Discrimination Complaints Manager reviews iComplaints data and works with the subordinate commands to ensure information in the system is up-to-date.
- The NAVFAC Commander issued an ADR Policy Statement strongly encouraging all employees to consider ADR to resolve workplace dissatisfaction.

Weaknesses

- Ninety percent of reasonable accommodation requests are not processed within the timeframes established by the DON procedures for processing reasonable accommodations. A Part H Plan (Plan to Eliminate Identified Program Deficiencies) was developed to address this issue.
- Discrimination Complaints are not processed within DON and regulatory timeframes. While the percentage of investigations completed within regulatory timeframes improved in FY 2014, the percentage of EEO Counselings, issuance of Counselor's Reports, and issuance of acceptance or dismissal letters decreased. A Part H Plan (Plan to Eliminate Identified Program Deficiencies) was developed to address this issue.
- NAVFAC does not track recruitment efforts and analyze its efforts to identify potential barriers in accordance with MD-715 and DON standards. A Part H Plan (Plan to Eliminate Identified Program Deficiencies) was developed to address this issue.

Essential Element F: Responsiveness and Legal Compliance

Strengths

- NAVFAC takes compliance with EEOC Administrative Judge's orders and directives very seriously. In FY 2014, compliance reports were submitted to the Equal Employment Opportunity Commission (EEOC), Office of Federal Operations, Compliance Officer and the DON Office of EEO Management for the one finding of discrimination issued against NAVFAC.
- NAVFAC is responsive to DON requests and requirements.

Weaknesses

- None identified.

Individuals with Disabilities Program

NAVFAC continues its efforts to ensuring equality of opportunity for individuals with disabilities. In FY 2014, the Commander of NAVFAC issued a Reasonable Accommodation Policy Statement expressing her commitment to fair and equal treatment of individuals with disabilities. Subordinate commands are actively processing requests for reasonable accommodations. Each subordinate command has identified a reasonable accommodation point of contact to coordinate and assist with the processing of reasonable accommodation requests. Although NAVFAC did not process 90% of reasonable accommodation requests within DON timeframes, a Part H Plan was developed to improve the processing of reasonable accommodation requests. In FY 2014, commands will continue their barrier analysis process and as reported above two commands addressed the issue of an attitudinal barrier. In FY 2015, NAVFAC will develop and deploy an elimination plan.

As part of the NAVFAC Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals with Targeted Disabilities recruitment efforts to hire individuals with disabilities continued in FY 2014. NAVFAC as part of the Navy SYSCOM Civilian Recruiting, Diversity & Affinity Partnership attended the Equal Opportunity Publications – Hire the disABLED (EoP) hiring event. Several subordinate commands conducted outreach to local organizations to hire individuals with disabilities. For example the NAVFAC Expeditionary Warfare Center participated in two job fairs for students with disabilities (i.e. the “Abilities” fair in Ventura County and the Federal Employment Fair at California State University at Northridge). NAVFAC Southwest established a relationship with the local Vocational Rehabilitation Office and the Employment Development Division of the State of California. Information about hiring Wounded Warriors and using Schedule A was provided to hiring officials. In an effort to hire more Wounded Warriors, NAVFAC has designated a Wounded Warrior Program Manager. Several subordinate commands also marketed the Workforce Recruitment Program to hiring officials to bring students and recent graduates with disabilities into the NAVFAC workforce for the summer.

In FY 2015 several initiatives related to individuals with disabilities will be conducted. NAVFAC has two Plans to Eliminate Program Deficiencies related to the employment of individuals with disabilities. The NAVFAC FY 2015 Plan H-2 contains action items to create greater EEO

practitioner and command accountability for the timely processing of reasonable accommodation requests, improve tracking of requests, and greater practitioner knowledge of processing requests. The FY 2015 Plan H-3 action plans are intended to prepare and initiate execution of a barrier analysis of NAVFAC recruitment efforts. The barrier analysis of recruitment efforts will include NAVFAC's efforts to recruit individuals with disabilities. The FY 2015 Plan I-3 is NAVFAC's plan to conduct barrier analysis efforts into the low participation of individuals with targeted disabilities in the NAVFAC workforce. This plan is designed to provide practitioners with the knowledge to conduct a barrier analysis and hold subordinate commands accountable for identifying barriers to equality of opportunity for individuals with targeted disabilities. These efforts will set the foundation for future success in retaining and hiring individuals with targeted disabilities.

PART E

EXECUTIVE SUMMARY – Attachment 1

NAVFAC Workforce Analysis

At the end of FY 2014, the NAVFAC workforce was comprised of 14,594 civilian permanent and temporary appropriated fund employees.

The workforce data used in this analysis was provided by the Department of the Navy (DON) Office of EEO Management. The workforce data used in FY 2014 was downloaded from DON HR Link. The HR Link EEO module only provides access to the MD-715 data tables. Raw workforce data is not available through HR Link. HR Link is the authoritative data source for all HR workforce data and is administered by the DON Office of Civilian Human Resources. All FY 2014 data is as of 31 August 2014.

This analysis provides a high level view of the NAVFAC workforce and was limited by the data provided by HR Link. The NAVFAC CDEEOO will consult with the DON Office of EEO Management to obtain data which will allow for an in-depth data analysis. In addition, the CDEEOO will work with the NAVFAC Point of Contact for TWMS to request system changes to properly aggregate and calculate Race/Ethnicity Codes. Once appropriate data is received additional analysis will be conducted to: examine participation rates in the series that lead to the high graded positions, examine how people are being brought into the NAVFAC workforce (i.e. excepted appointments, career conditional appointments, etc.), and examine how people are separating from the workforce (i.e. termination, resignations, retirements, etc.). Furthermore, exit survey data will be reviewed to determine why employees left the NAVFAC workforce.

Data and training will be provided to the Echelon III and IV commands to provide them the ability to conduct their own workforce analysis by race, sex, and disability status. Analysis at the command level, using the command's geographic specific relevant civilian labor force as a comparator, will allow for a better and more accurate workforce and barrier analyses. Multiple NAVFAC commands may identify the same low participation of a particular group, but the cause of the low participation may vary by command; therefore, command specific analysis is necessary.

The information provided in this analysis is informative, but conclusions as to what are causing changes in a particular demographic group participation rate cannot be made based on the data in this analysis.

NAVFAC Total Workforce^{1,2}

RNO/Gender	2010	2011	2012	2013 ³	2014	NCLF	NCLF minus 2014 rate ⁴
Hispanic Male	3.76%	3.92% ↑	3.94% ↑	4.00% ↑	4.15% ↑	5.20%	1.05%
Hispanic Female	1.88%	1.78% ↓	1.78% =	1.80% ↑	1.81% ↑	4.80%	2.99%
White Male	50.47%	49.60% ↓	49.82% ↑	49.90% ↑	49.97% ↑	38.30%	
White Female	14.90%	14.46% ↓	14.14% ↓	14.10% ↓	13.84% ↓	34.00%	20.16%
Black Male	7.79%	7.93% ↑	8.01% ↑	7.90% ↓	7.98% ↑	5.50%	
Black Female	3.56%	3.58% ↑	3.61% ↑	3.70% ↑	3.72% ↑	6.60%	2.88%
Asian Male	9.71%	9.90% ↑	9.71% ↓		9.70% ↑	2.00%	
Asian Female	3.94%	4.05% ↑	3.91% ↓		4.07% ↑	2.00%	
NHOPI ⁴ Male	1.57%	1.69% ↑	1.98% ↑		2.17% ↓	0.10%	
NHOPI Female	0.69%	0.84% ↑	0.89% ↑		0.95% ↓	0.10%	
AIAN ⁵ Male	0.40%	0.38% ↓	0.41% ↑	0.40% ↓	0.60% ↑	0.30%	
AIAN Female	0.20%	0.20% =	0.18% ↓	0.20% ↑	0.23% ↑	0.30%	0.07%

The FY 2014 workforce data shows that Hispanic Males, Hispanic Females, White Females, Black Females, and American Indian/Alaskan Native Females participate at lower rates in the NAVFAC workforce than in the National Civilian Labor Force (NCLF)⁶. The data shows that the participation rate of White Females has decreased in each of the last four years. In each of the last four fiscal years the population of Hispanic Males and Black Females has increased, but their representation rate remains below the NCLF. The participation rate of

¹ MD-715 requires agencies to complete tables based on Race/Ethnicity and Sex (A tables) and disability status (B tables). The total workforce data is derived from the MD-715 Table A1 (Total Workforce-Distribution by Race/Ethnicity and Sex) as of 31 August 2014.

² The red arrows on the analysis above indicate a decrease in representation and green arrows indicate an increase in representation from the previous year.

³ The EEOC requires agencies to combine certain demographic groups together to form the demographic groups reported in the MD-715. In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined/allocated. FY 2013 data is inaccurate; therefore, the participation rates for Asian and Native Hawaiian/Other Pacific Islander data is omitted. Similar omissions will appear throughout this document.

⁴ NHOPI stands for Native Hawaiian/Other Pacific Islander

⁵ AIAN stands for American Indian/Alaskan Native

⁶ The National Civilian Labor Force data is obtained from the 2006-2010 American Community Survey, Equal Employment Opportunity Tabulations, from the United States Census Bureau.

Hispanic Females has increased in each of the last three fiscal years. American Indian /Alaska Native Females' participation rates have increased in the last two fiscal years.

Part I Plans (Plans to Eliminate Identified Barriers) have been developed to determine if there are any policies, practices, or procedures that limit or tend to limit the participation of Hispanic Males, Hispanic Females, and White Females in the NAVFAC workforce. Although Black Females and American Indian/Alaskan Native Females also participate at lower rates than their representation in the NCLF, FY 2015 barrier analysis efforts will be limited to those demographic groups that the DON has historically developed Part I Plans for in the past. Limiting the number of barrier analysis efforts will allow NAVFAC and its subordinate commands to establish barrier analysis procedures and remain responsive to the likely DON Part I Plans. Once the procedures are established and command personnel gain experience conducting in-depth barrier analysis, additional barrier analysis plans will be executed for Black Females and American Indian/Alaskan Native Females. It is anticipated that the additional barrier analysis efforts will be initiated in FY 2016.

General Schedule High Grades and Feeder Grade Level⁷

PARTICIPATION RATES FOR SES/Senior Executives and Pipeline Grades by Race/Ethnicity and Gender												
Grade Levels	RACE/ETHNICITY											
	Hispanic or Latino		Non- Hispanic or Latino									
			White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native	
	male	female	male	female	male	female	male	female	male	female	male	female
Senior Executive Service	0.00%	0.00%	88.89%	0.00%	11.11%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
GS 15	4.39%	1.46%	52.20%	28.78%	3.90%	0.49%	3.90%	3.90%	0.98%	0.00%	0.00%	0.00%
GS 14	2.95%	1.56%	52.26%	22.24%	1.87%	2.95%	9.49%	5.60%	0.31%	0.00%	0.16%	0.00%
GS 13	3.28%	2.22%	51.34%	20.22%	3.60%	3.14%	8.59%	4.52%	0.78%	0.88%	0.65%	0.28%
GS 12	3.77%	2.52%	42.77%	19.39%	4.66%	5.50%	10.68%	6.17%	1.55%	1.36%	0.32%	0.32%
RCLF⁸	3.46%	2.58%	45.30%	19.67%	5.06%	5.21%	8.67%	5.86%	1.30%	1.32%	0.43%	0.33%

⁷ The data for the grade level analysis is from the MD-715 Table A4-1 (Participation Rates For General Schedule (GS) Grades by Race/Ethnicity and Sex), as of 31 August 2014.

⁸ The Relevant Civilian Labor Force (RCLF) for the grade level analysis is the NAVFAC workforce population in the General Schedule personnel system.

The table above shows the representation of individuals in the NAVFAC workforce in the SES, high graded positions and feeder grades by Race/Ethnicity and Sex.

A review of the NAVFACs high grades indicates that participation in the Senior Executive Service (SES) is limited to White Males and Black Males. Hispanic Males and Females, White Females, Black Males and Females, Native Hawaiian/Other Pacific Islander Females, and American Indian/Alaskan Native Males and Females participate at lower rates than their representation in the overall NAVFAC population in the GS-15 and GS-14 grade levels (i.e. high grades). At the GS-13 grade level (i.e. the feeder grade into high grade positions) Hispanic Male and Females, White Females, Black Male and Females, and American Indian/Alaskan Native Females participate at low rates that in the NAVFAC population. White Males, Asian Males, and Asian Females have a high participation rate in the high grades and in the feeder grades.

A Part I Plan (Plan to Eliminate Identified Barriers) was created to determine if there are any barriers to equality of employment opportunity for Asian Males and Females in the high grades. This is a DON initiative. NAVFAC as a whole does have low participation of Asian Males and Asian Females in the high grades. All NAVFAC Echelon III and IV commands with low participation of Asian Males and Females in the high grades will conduct a barrier analysis. In the future additional analysis will be conducted into the low participation rates of other demographic groups in the high grades.

Federal Wage System⁹

PARTICIPATION RATES FOR FWS/Federal Wage System by Race/Ethnicity and Gender												
Grade Levels ¹⁰	RACE/ETHNICITY											
	Hispanic or Latino		Non- Hispanic or Latino									
			White		Black or African American		Asian		Native Hawaiian or Other Pacific Islander		American Indian or Alaska Native	
	Male	female	male	female	male	female	male	female	male	female	male	female
WS	3.24%	0.29%	65.59%	2.06%	14.41%	0.00%	8.82%	0.29%	3.53%	0.29%	0.59%	0.00%
WL	5.61%	0.00%	59.65%	1.40%	11.58%	1.40%	12.98%	0.00%	5.26%	0.35%	1.05%	0.00%
WG	5.73%	0.13%	59.48%	1.16%	14.68%	0.49%	12.23%	0.21%	4.00%	0.10%	0.90%	0.00%
WD	0.00%	0.00%	78.26%	0.00%	17.39%	0.00%	0.00%	0.00%	0.00%	0.00%	4.35%	0.00%
WT	13.33%	0.00%	61.11%	1.11%	5.56%	0.00%	10.00%	0.00%	4.44%	0.00%	3.33%	0.00%
RCLF¹¹	5.66%	0.13%	60.07%	1.24%	14.31%	0.50%	11.92%	0.20%	4.03%	0.13%	0.95%	0.00%

The Federal Wage System (FWS) includes blue collar employees paid under the federal wage system. The FWS positions are a craft, trade and labor position, which includes several different pay plans (WG, WL, WS, WD and WT). The data indicates that in comparison to the overall FWS workforce, Hispanic Males, Black Females, Asian Males, Native Hawaiian/Other Pacific Islanders Males, and American Indian/Alaskan Native Males and Females have a low participation rate in the Wage Grade Supervisory pay category. In the Wage Grade Leader pay category the following demographic groups have low participation rates: Hispanic Male and Females, White Males, Black Males, Asian Females, and American Indian/Alaskan Native Females. All groups with the exception of Hispanic Males and Females, Black Males, and Asian Males participate at lower rates in the Wage Grade non-supervisory pay category. In the Production Facilitating non-supervisory pay category the only groups with any participation are White Males, Black Males and American Indian/Alaskan Native Males. Each group participates at a higher rate than in the overall FWS workforce. In the Wage Grade Apprentice and Shop trainee pay category the only group participating are Hispanic Males, White Males, White Females, Black Males, Asian Males, Native Hawaiian/Other Pacific Islander Males and

⁹ The data for the grade level analysis is from the MD-715 Table A5-1 (Participation Rates For Wage Grades by Race/Ethnicity and Sex), as of 31 August 2014.

¹⁰ Wage Grade abbreviations: WS – Wage Grade Supervisor, WL – Wage Grade Leader, WG – Wage Grade Non-supervisory, WD – Production Facilitating Non-supervisory, WT – Apprentice and Shop Trainee

¹¹ The Relevant Civilian Labor Force (RCLF) for the grade level analysis is the NAVFAC workforce population in the Federal Wage Grade personnel system.

American Indian/Alaskan Native Males. All groups participate at a higher rate with the exception of White Females, Black Males, and Asian Males.

NAVFAC Major Occupations^{12,13}

The table below shows the demographic groups with low participation rates in each of the NAVFAC major occupations. White Males are participating below the Occupational Civilian Labor Force¹⁴ (OCLF) in eight out of the ten NAVFAC major occupations. American Indian/Alaskan Native Males participate below the OCLF in seven major occupations. Hispanic Males and American Indian/Alaskan Native Female have low participation rates in six of the ten NAVFAC major occupations. White and Hispanic Females are participating below the OCLF in five major occupations. Black Males participate below the OCLF in four out of the ten major occupations. Asian and Black Females participation rates are below the OCLF in three major occupations. Native Hawaiian/Other Pacific Islander Females participate below the OCLF in two major occupations. Asian Males and Native Hawaiian/Other Pacific Islander Males have high representation in all ten of NAVFACs major occupations.

Major Occupations with Low Participation by Race and Sex		
Whites Males (8)	White Females (5)	Hispanic Males (6)
0343 – Management and Program Analysis 0801 – General Engineer 0810 – Civil Engineer 0819 – Environmental Engineer 0830 – Mechanical Engineer 1102 – Contracting 2805 – Electrician 4749 – Maintenance Mech.	0802 – Engineering Tech 1101 – General Business and Industry 1102 – Contracting 2805 – Electrician 4749 – Maintenance Mech.	0343 – Management and Program Analysis 0802 – Engineering Tech 0819 – Environmental Engineer 1101 – General Business and Industry 2805 – Electrician 4749 – Maintenance Mech.

¹² The data for the major occupation analysis is from the MD-715 Table A6 (Participation Rates for Major Occupations by Race/Ethnicity and Sex), as of 31 August 2014.

¹³ For MD-715 purposes Major Occupations are defined as occupations that are mission-related and heavily populated, relative to other occupations.

¹⁴ The Occupational Civilian Labor Force data is obtained from the 2006-2010 American Community Survey Equal Employment Opportunity Tabulations. The EEOC developed a crosswalk that provides the appropriate Census occupation code for each federal occupation.

Major Occupations with Low Participation by Race and Sex		
Hispanic Females (5)	Black Males (4)	Black Females (3)
0801 – General Engineer 0802 – Engineering Tech 0810 – Civil Engineer 1101 – General Business and Industry 4749 – Maintenance Mech.	0343 – Management and Program Analysis 0810 – Civil Engineer 0819 – Environmental Engineer 0830 – Mechanical Engineer	0802 – Engineering Tech 0830 – Mechanical Engineer 1101 – General Business and Industry 4749 – Maintenance Mech.

Major Occupations with Low Participation by Race and Sex	
Asian Females (3)	Native Hawaiian/Other Pacific Islander Female (2)
0802 – Engineering Tech 1101 – General Business and Industry 4749 – Maintenance Mech.	2805 – Electrician 4749 – Maintenance Mech.

Major Occupations with Low Participation by Race and Sex	
American Indian/Alaskan Native Male (7)	American Indian/Alaskan Native Female (6)
0801 – General Engineer 0810 – Civil Engineer 0819 – Environmental Engineer 0830 – Mechanical Engineer 1101 – General Business and Industry 1102 – Contracting 4749 – Maintenance Mech.	0801 – General Engineer 0810 – Civil Engineer 0819 – Environmental Engineer 1102 – Contracting 2805 – Electrician 4749 – Maintenance Mech.

The tables below provide the participation rates of each demographic group with low participation in FY 2014 and their participation rates over the last five fiscal years.

Three demographic groups have continued to show declining participation rates in each of the four years since 2010: White Males in the Contracts series, Hispanic Females in the General Business and Industry series, and Hispanic Males in the Maintenance Mechanic series. Demographic groups that have shown a decline in the top ten occupations for the past three years include: Hispanic Males in the Maintenance Mechanic series, Hispanic Females in the General Business and Industry series; and White males in the Contracts series. Black Males and Hispanic Males have shown slight but steady increases in the Environmental Engineer series. Demographic groups that have shown a decline in participation rates in the ten NAVFAC major occupations over the last two years are: White Males and White Females in the Contracts series; White Males in the Civil Engineer series; Hispanic Females in the General Business and Industry

series; White Males in the Environmental Engineer series; and Hispanic Females in the Engineering Technician series.

Several demographic groups were not reported as having low participation in FY 2013 due to the use of 2000 Census data or because in FY 2014 their participation rates fell below the OCLF. These group's names are shaded in blue in the tables below.

Engineering Technician (0802) Total Employees: 1,029

RNO/GENDER	2010	2011	2012	2013 ¹⁵	2014	OCLF
Hispanic Males	3.18%	3.48% ↑	3.82% ↑	4.10% ↑	4.05% ↓	7.00%
Hispanic Females	0.15%	0.22% ↑	0.31% ↑	0.20% ↓	0.19% ↓	1.60%
White Females	5.23%	5.07% ↓	5.69% ↑	3.90% ↓	4.14% ↑	12.90%
Black Females	0.61%	0.51% ↓	0.55% ↑	0.60% ↑	0.58% ↓	2.20%
Asian Females	0.61%	0.65% ↑	0.57% ↓		0.48% ↑	1.90%

Contract Specialist (1102) Total Employees: 867

RNO/GENDER	2010	2011	2012	2013 ¹⁶	2014	OCLF
White Males	23.75%	23.06% ↓	22.15% ↓	21.50% ↓	21.32% ↓	38.30%
White Females	36.46%	35.08% ↓	35.22% ↑	34.60% ↓	33.15% ↓	41.70%
Asian Females	4.08%	4.19% ↑	4.20% ↑		12.95% ↑	1.70%
Hispanic Males	1.39%	1.51% ↑	1.89% ↑	1.90% ↑	1.56% ↓	3.40%
AIAN Males	0.00%	0.00% =	0.00% =	0.00% =	0.22% ↑	0.40%
AIAN Females	0.28%	0.45% ↑	0.20% ↓	0.20% =	0.33% ↑	0.50%

¹⁵ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rates for Asian Females is omitted.

¹⁶ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rate for Asian Females is omitted.

General Engineer (0801) Total Employees: 669

RNO/GENDER	2010	2011	2012	2013 ¹⁷	2014	OCLF
White Males	65.63%	65.25% ↓	64.45% ↓	65.90% ↑	66.82% ↑	71.00%
White Females	8.40%	8.79% ↑	8.82% ↑	8.30% ↓	8.07% ↓	7.90%
Asian Females	2.20%	2.07% ↓	2.08% ↓		2.09% ↑	1.80%
Hispanic Females	0.39%	0.39% =	0.41% ↑	0.30% ↓	0.30% =	0.70%
AIAN Males	0.00%	0.13% ↑	0.00% ↓	0.00% =	0.15% ↑	0.50%
AIAN Females	0.00%	0.13% ↑	0.00% =	0.00% =	0.00% =	0.10%

Civil Engineer (0810) Total Employees: 593

RNO/GENDER	2010	2011	2012	2013	2014	OCLF
White Males	54.83%	53.33% ↓	53.69% ↑	53.30% ↓	52.01% ↓	72.00%
Hispanic Females	0.71%	0.54% ↓	0.58% ↑	0.60% ↑	0.64% ↑	0.91%
Black Males	2.56%	2.31% ↓	2.16% ↓	2.20% ↑	2.25% ↑	3.61%
AIAN Males	0.28%	0.27% ↓	0.14% ↓	0.10% ↓	0.32% ↑	0.44%
AIAN Females	0.00%	0.00% =	0.00% =	0.00% =	0.00% =	0.13%

¹⁷ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rate for Asian Females is omitted.

General Business & Industry (1101) Total Employees: 550

RNO/GENDER	2010	2011	2012	2013 ¹⁸	2014	OCLF
Hispanic Males	2.97%	3.45% ↑	3.82% ↑	3.60% ↓	3.40% ↓	2.86%
Hispanic Females	22.29%	21.05% ↓	20.36% ↓	20.00% ↓	1.70% ↓	5.87%
White Females	22.29%	21.05% ↓	20.57% ↓	20.00% ↓	20.42% ↑	43.84%
Black Females	4.67%	4.54% ↓	4.83% ↑	4.30% ↓	4.91% ↑	8.89%
Asian Females	3.18%	3.27% ↑	3.22% ↓		3.59% ↑	3.64%
AIAN Males	0.64%	0.36% ↓	0.18% ↓	0.20% ↑	0.19% ↓	0.33%

Environmental Engineer (0819) Total Employees: 490

RNO/GENDER	2010	2011	2012	2013	2014	OCLF
White Males	47.68%	45.69% ↓	47.41% ↑	46.70% ↓	45.86% ↓	62.81%
Black Males	1.93%	2.43% ↑	2.30% ↓	2.40% ↑	2.42% ↑	4.27%
Hispanic Males	3.28%	2.81% ↓	2.50% ↓	2.60% ↑	2.83% ↑	2.92%
AIAN Males	0.19%	0.19% =	0.19% =	0.20% ↑	0.40% ↑	0.55%
AIAN Females	0.19%	0.19% =	0.00% ↓	0.00% =	0.00% =	0.17%

¹⁸ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rate for Asian Females is omitted.

Management Program Analysis (0343) Total Employees: 420

RNO/GENDER	2010	2011	2012	2013 ¹⁹	2014	OCLF
White Males	18.43%	15.13% ↓	16.42% ↑	16.10% ↓	16.47% ↑	49.10%
Asian Males	2.69%	4.06% ↑	3.40% ↓		3.48% ↑	3.40%
Hispanic Males	0.96%	1.29% ↑	1.51% ↑	1.60% ↑	1.62% ↑	2.50%
Black Males	2.50%	2.58% ↑	3.04% ↑	2.90% ↓	2.55% ↓	3.00%

Mechanical Engineer (0830) Total Employees: 399

RNO/GENDER	2010	2011	2012	2013	2014	OCLF
Hispanic Males	3.50%	3.44% ↓	4.25% ↑	5.30% ↑	5.81% ↑	3.70%
Hispanic Females	1.40%	1.51% ↑	1.12% ↓	1.10% ↓	1.21% ↑	0.40%
White Females	6.31%	7.10% ↑	6.49% ↓	7.30% ↑	7.51% ↑	5.70%
Black Females	0.47%	0.43% ↓	0.45% ↑	0.20% ↓	0.24% ↑	0.40%
Black Males	3.04%	3.01% ↓	3.52% ↑	3.40% ↓	2.66% ↓	3.50%
AIAN Males	0.00%	0.00% =	0.22% ↑	0.20% ↓	0.24% ↑	0.40%
White Males	63.32%	61.08% ↓	59.69% ↓	61.4% ↑	59.81% ↓	78.80%

¹⁹ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rate for Asian Males is omitted.

Electrician (2805) Total Employees: 390

RNO/GENDER	2010	2011	2012	2013 ²⁰	2014	OCLF
Hispanic Males	4.69%	3.77% ↓	3.82% ↑	3.70% ↓	3.73% ↑	9.58%
White Males	66.93%	61.86% ↓	62.02% ↑	62.20% ↑	60.95% ↓	78.05%
White Females	1.04%	0.67% ↓	0.67% =	0.70% ↑	0.75% ↑	1.61%
NHPI Females	0.00%	0.00% =	0.00% =		0.00% =	0.01%
AIAN Females	0.00%	0.00% =	0.00% =	0.00% =	0.00% =	0.05%

Maintenance Mechanic (4749) Total Employees: 392

RNO/GENDER	2010	2011	2012	2013 ²¹	2014	OCLF
Hispanic Males	8.23%	8.39% ↓	7014% ↓	7.40% ↓	6.65% ↓	10.19%
Hispanic Females	0.00%	0.00% =	0.00% =	0.00% =	0.00% =	0.27%
White Males	68.89%	66.44% ↓	65.97% ↓	65.8% ↓	66.24% ↑	72.83%
White Females	1.80%	1.36% ↓	1.39% ↑	1.20% ↓	1.53% ↑	2.44%
Black Males	7.71%	8.39% ↑	8.33% ↑	8.90% ↓	9.46% ↑	9.28%
Black Females	0.00%	0.00% =	0.00% =	0.00% =	0.00% =	0.63%
Asian Females	0.26%	0.00% ↓	0.00% =	*0.00% =	0.00% =	0.15%
NHPI Females	0.00%	0.23% ↑	0.23% =		0.00% ↓	0.01%
AIAN Males	1.54%	0.91% ↓	0.69% ↓	0.50% ↓	0.77% ↑	1.25%
AIAN Females	0.00%	0.00% =	0.00% =	0.00% =	0.00% =	0.07%

²⁰ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rate for Native Hawaiian/Other Pacific Islander Females is omitted.

²¹ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rate for Native Hawaiian/Other Pacific Islander Females is omitted.

Accessions^{22,23}

In FY 2014, the DON HR Link data showed that there were 418 accessions, from outside the DON, to the NAVFAC workforce. The table below shows accession rates by Race/Ethnicity and Sex over the last five fiscal years.

RNO/Sex	Accessions					
	2010	2011	2012	2013 ²⁴	2014	NCLF
Hispanic Male	4.38%	5.63% ↑	3.64% ↓	4.90% ↑	2.39% ↓	5.20%
Hispanic Female	0.64%	0.94% ↑	0.58% ↓	0.00% ↓	0.24% ↑	4.80%
White Male	51.57%	50.23% ↓	63.99% ↑	56.40% ↓	65.55% ↑	38.30%
White Female	16.57%	13.62% ↓	10.60% ↓	10.80% ↑	12.20% ↑	34.00%
Black Male	4.67%	8.45% ↑	8.31% ↓	9.30% ↑	3.35% ↓	5.50%
Black Female	2.24%	2.82% ↑	2.92% ↑	4.40% ↑	0.96% ↓	6.60%
Asian Male	12.35%	7.51% ↓	4.37% ↓		3.83% ↓	2.00%
Asian Female	3.26%	0.47% ↓	0.44% ↓		0.72% ↑	2.00%
NHOPI Male	2.62%	16.90% ↑	2.33% ↓		1.20% ↓	0.10%
NHOPI Female	0.45%	0.94% ↑	0.15% ↓		0.72% ↓	0.10%
AIAN Male	0.32%	1.41% ↑	0.73% ↓	0.30% ↓	0.24% ↓	0.30%
AIAN Female	0.60%	0.00% ↓	0.00% =	0.30% =	0.00% ↓	0.30%

Based on the table above there are several trends that may be identified. Over the last two fiscal years the accession rate of White Females has increased. However, their accession rates remain below their participation rate in the NAVFAC population. The accession rate of Asian Males has decreased in FY 2011, 2012, and 2014 (as stated above the date for FY 2013 is inaccurate). The accession rate of American Indian/Alaskan Native Males has decreased in each of the last three fiscal years.

The Accession table above shows that 65.55% of all new hires in FY 2014 were White males. This is a significant increase from FY 2013 (56.40%). White male was the only group whose accession rate exceeded their participation rate in the NAVFAC population. The accession rates for

²² The data for the accessions analysis is from the Md-715 Table A8 (New Hires by Type of Appointment – Distributed by Race/Ethnicity and Sex), as of 31 August 2014.

²³ Accessions for MD-715 purposes are defined as new hires into the Department of the Navy.

²⁴ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rates for Asian and Native Hawaiian/Other Pacific Islander data is omitted.

Hispanic Males and Females, White Females, Black Males and Females, and Asian Females were less than their percentage in the NCLF. Hispanic Females, White Males, White Females and Asian Females were the groups with a greater accession rate in FY 2014 than in FY 2013.

Separations²⁵

In FY 2014, the DON HR Link data showed that there were 536 individuals from the NAVFAC workforce that separated from the DON workforce. The table below shows separation rates by Race/Ethnicity and Sex over the last five fiscal years.

RNO/Sex	Separations					
	2010	2011	2012	2013 ²⁶	2014	RCLF ²⁷
Hispanic Male	4.91%	1.84% ↓	3.85% ↑	3.00% ↓	2.80% ↓	4.15%
Hispanic Female	1.03%	3.99% ↑	1.96% ↓	1.40% ↓	2.80% ↑	1.81%
White Male	50.65%	51.84% ↑	50.80% ↓	46.20% ↓	50.75% ↑	49.97%
White Female	17.70%	17.18% ↓	16.00% ↓	12.80% ↓	14.93% ↑	13.84%
Black Male	6.98%	4.60% ↓	6.72% ↑	9.50% ↑	9.51% ↑	7.98%
Black Female	3.36%	4.29% ↑	3.78% ↓	3.50% ↓	3.36% ↓	3.72%
Asian Male	9.13%	8.28% ↓	7.84% ↓		8.40% ↓	9.70%
Asian Female	2.84%	2.45% ↓	3.71% ↑		1.87% ↓	4.07%
NHOPI Male	1.29%	0.61% ↓	2.24% ↑		1.12% ↓	2.17%
NHOPI Female	0.00%	0.61% ↑	0.84% ↑		0.37% ↓	0.95%
AIAN Male	0.60%	0.31% ↓	0.42% ↑	0.80% ↑	0.75% ↓	0.60%
AIAN Female	0.09%	0.31% ↑	0.42% ↑	0.00% ↓	0.19% ↑	0.23%

A review of the Separation table indicates that Hispanic Females, White Males and Females, Black Males, and American Indian/Alaskan Native Males are separating at a higher rate than their participation in the workforce. The data reveals that the separation rate of Black Males has increased every year over the last three fiscal years. The separation rate of Black Females has decreased in each of the last three fiscal years.

²⁵ The data for the separations analysis is from the MD-715 Table A14 (Separation by Type of Separation – Distributed by Race/Ethnicity and Sex), as of 31 August 2014.

²⁶ In FY 2013, the Asian and Native Hawaiian/Other Pacific Islander data was incorrectly combined. FY 2013 data is inaccurate; therefore, the participation rates for Asian and Native Hawaiian/Other Pacific Islander data is omitted.

²⁷ The RCLF for separations is the overall NAVFAC workforce.

A comparison of FY 2014 accession and separation rates for the four Race/Ethnicity groups that have a low participation in the NAVFAC workforce show that all four group's separation rates are greater than their accessions rates: Hispanic Males (2.39% versus 2.80%), Hispanic Females (0.24% versus 2.80%), White Females (12.20% versus 14.93%), Black Females (0.96% versus 3.36%), and American Indian/Native American Females (0.00% versus 0.19%).

Individual with Targeted Disabilities (IWTD)^{28,29}

Disability Status	DON Goal	2010	2011	2012	2013	2014	2% minus NAVFAC Participation
IWTD	2.00%	0.67%	0.66% ↓	0.68% ↑	0.64% ↓	0.62% ↓	1.38%
Non-Targeted Disability	N/A	5.68%	6.07% ↑	6.22% ↑	7.07% ↑	6.41% ↓	N/A
Did Not Identify	N/A	1.96%	1.87% ↓	1.85% ↓	1.93% ↑	1.78% ↓	N/A
No Disability	N/A	91.69%	91.40% ↓	91.26% ↓	90.99% ↓	91.19% ↑	N/A

A five year review of the participation rate of Individuals with Targeted Disabilities (IWTD), indicate that there was a decrease in FY 2011, FY 2013, and FY 2014 with only a slight increase in FY 2012. In FY 2013, 0.64% (100 employees) of the NAVFAC workforce were individuals who self-identified as having a targeted disability. In FY 2014, the participation rate of individuals with targeted disabilities declined to 0.62% (91 employees). NAVFAC remains below the DON goal of 2% participation rate of individuals with targeted disabilities.

Unlike the steady decreasing participation rate for individuals with targeted disabilities, the participation rate of individuals with non-targeted disabilities increased between fiscal years 2010 and 2013. However, this category shows a decline FY 2014. In FY 2014, NAVFAC employed 930 (6.37%) individuals who reported non-targeted disabilities.

²⁸ The total workforce data is derived from MD-715 Table B1 (Total Workforce-Distribution by Disability), as of 31 August 2014.

²⁹ Targeted disabilities, as defined by the EEOC, are disabilities "targeted" for emphasis in affirmative action planning. Targeted disabilities include deafness, blindness, missing extremities, partial paralysis, complete paralysis, convulsive disorders, intellectual disabilities, mental illness, and genetic or physical condition affecting limbs and/or spine.

Accessions³⁰

In FY 2014, the DON HR Link data showed that there were 418 accessions, from outside the DON, to the NAVFAC workforce. The table below shows accession rates by Disability Status.

Disability Status	Accessions				
	2010	*2011 ³¹	2012	2013	2014
IWTD	0.28%		0.42% ↑	0.58% ↑	0.48% ↓
Non-Targeted Disability	3.61%		4.99% ↑	11.08% ↑	2.87% ↓
Did Not Identify	1.89%		1.56% ↓	3.79% ↑	0.48% ↓
No Disability	94.22%		93.03% ↓	85.13% ↑	96.17% ↑

In FY 2014, the accession rate for individuals with targeted disabilities was 0.48%, a decrease from the 0.58% accession rate in FY 2013. The accession rate of individuals with non-targeted disabilities also decreased in FY 2014 (2.87%) when comparing FY 2013 (11.08%). However, FY 2013 appears to be an anomaly when compared to previous year's accession rate.

Separations³²

In FY 2014, the DON HR Link data showed that there were 536 individuals from the NAVFAC workforce that separated from the DON workforce. The table below shows separation rates by Disability Status.

Disability Status	Separations				
	2010	*2011 ³³	2012	2013	2014
IWTD	0.33%		0.84% ↑	0.58% ↓	0.93% ↑
Non-Targeted Disability	5.09%		6.62% ↑	8.41% ↑	8.40% ↓
Did Not Identify	2.13%		1.69% ↓	1.84% ↑	2.43% ↑
No Disability	92.45%		90.85% ↓	89.75% ↓	88.25% ↓

The separation rate of individuals with targeted disabilities increased in FY 2014 (0.93%) when compared to the FY 2013 separation rate (0.58%). However, the separation rate of individuals

³⁰ The data for the accessions analysis is from the MD -715 Table B8 (New Hires by Type of Appointment – Distributed by Disability), as of 31 August 2014.

³¹ FY 2011 accessions data is inaccurate and is therefore omitted.

³² The data for the separations analysis is from the MD-715Table B14 (Separation by Type of Separation – Distributed by Disability), as of 31 August 2014.

³³ FY 2011 separations data is inaccurate and therefore is omitted.

with non-targeted disabilities decreased in FY 2014, although the separation rate remains higher than in FY 2010 or FY 2012.

The separation rates of individuals with targeted disabilities and non-targeted disabilities are higher than their respective accession rates. The greater separation rate is likely contributing to the decrease participation rate of both groups in the NAVFAC workforce.

A Part I Plan (Plan to Eliminate Identified Barriers) has been developed for execution in FY 2015. Several NAVFAC Commands have identified an attitudinal barrier towards individuals with disabilities. One of the objectives of the Part I plan is to develop and execute elimination plans to address the identified attitudinal barrier. In FY 2015, training will be provided to assist commands in conducting further barrier analysis efforts to determine if additional policies, practices, or procedures are limiting the equal employment opportunity for individuals with disabilities.

EEO Program Status Report

FY 2014

Parts F

**Certification of Establishment
of Continuing EEO Program**

EEOC FORM 715-01 PART F	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT
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**CERTIFICATION OF ESTABLISHMENT OF CONTINUING
EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS**

I, Edward R. Castellon, am the Principal EEO Director/Official for the Naval Facilities Engineering Command.

The agency has conducted an annual self-assessment of Section 717 and Section 501 programs against the essential elements as prescribed by EEO MD-715. If an essential element was not fully compliant with the standards of EEO MD-715, a further evaluation was conducted and, as appropriate, EEO Plans for Attaining the Essential Elements of a Model EEO Program, are included with this Federal Agency Annual EEO Program Status Report.

The agency has also analyzed its work force profiles and initiated ongoing barrier analyses efforts aimed at detecting whether any management or personnel policy, procedure or practice is operating to disadvantage any group based on race, national origin, gender or disability. EEO Plans to Eliminate Identified Barriers, as appropriate, are included with this Federal Agency Annual EEO Program Status Report.

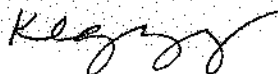
I certify that proper documentation of this assessment is in place and is being maintained for EEOC review upon request.



Edward R. Castellon
Command Deputy EEO Officer
Naval Facilities Engineering Command

10/8/14

Date



RADM Katherine L. Gregory
Commander, Naval Facilities Engineering Command

11/5/14

Date

EEO Program Status Report

FY 2014

Parts G

Self-Assessment Checklist

U.S. Equal Employment Opportunity Commission
DON ANNUAL EEO PROGRAM STATUS REPORT FY14
 MAJOR COMMAND/ACTIVITY SELF-ASSESSMENT CHECKLIST MEASURING ESSENTIAL ELEMENTS

Essential Element A: DEMONSTRATED COMMITMENT FROM DON LEADERSHIP

Requires the EEOO to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.

Compliance Indicator	EEO policy statements are up-to-date.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
1. The EEOO was installed on <u>26 Oct. 2012</u> . The EEO policy statement was issued in <u>Nov. 2012</u> . Was the EEO policy Statement issued within 6 - 9 months of the installation of the EEOO? If no, provide an explanation.		X		
2. During the current EEOO's tenure, has the EEO policy Statement been re-issued annually?		X		A new policy statement was reissued on 3 October 2013.
3. Are new employees provided copies of the EEO policy statements during orientation?		X		
4. When an employee is promoted into the supervisory ranks, is s/he provided copies of the EEO policy statements?		X		
Compliance Indicator	EEO policy statements have been communicated to all employees.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
5. Have the heads of commands/activities disseminated and communicated support of all DON EEO policies issued in the current reporting period through the ranks, e.g. CHRMs 1603 DON EEO Program Assessments and 1604 Guide for Conducting an Effective Barrier Analysis?		X		
6. Has the command/activity made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?		X		
7. Has the command/activity prominently posted such written materials in all personnel offices, EEO offices, and on internal websites? [see 29 CFR §1614.102(b)(5)]		X		
Compliance Indicator	DON EEO policy is vigorously enforced by senior management.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
8. Are managers and supervisors evaluated on their commitment to DON EEO policies and principles, such as:		X		

• Resolving problems/disagreements and other conflicts in their respective work environments as they arise?			
• Addressing concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?			
• Supporting the command/activity EEO program through allocation of mission personnel to participate in community outreach and recruitment programs with private employers, public schools and universities?			
• Ensuring full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?			
• Ensuring a workplace that is free from all forms of discrimination, harassment and retaliation?			
• Ensuring subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communication?			
• Ensuring the provision of requested religious accommodations when such accommodations do not cause an undue hardship?			
• Ensuring the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?			
9. Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions?	X		
10. Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees/supervisors by disseminating such procedures during orientation of new employees/supervisors and by making such procedures available electronically?	X		
11. Have managers and supervisor been trained on their EEO responsibilities, to include the procedures for reasonable accommodation?	X		

Compliance Indicator	Annual EEO Assessment	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
12. For major command response only . Did the EEOO issue a memorandum announcing the start of the command's annual assessment of its EEO program, to include the identification of roles and responsibilities for its accomplishment and the resultant status report?		X		
13. For major command response only . Did all subordinate activities accomplish an annual assessment for the current reporting period and submit the resultant status report for incorporation into the command's report?		X		

Essential Element B: INTEGRATION OF EEO INTO THE COMMAND'S/ACTIVITY'S STRATEGIC MISSION

Requires that the Command/Activity EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of its policies, procedures or practices and supports the strategic mission.

Compliance Indicator	The EEO Program structure provides the CDEEOO with appropriate authority and resources to effectively carry out a successful EEO Program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
14. For major command response only . Are the duties and responsibilities of EEO practitioners clearly defined?		X		
15. For major command response only . Do the EEO practitioners have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?		X		All EEO practitioners have basic KSAs to perform their duties. In FY15 more advanced EEO practitioner training will be provided to improve KSAs.
16. For major command response only . Are there organizational charts that clearly define the reporting structure for EEO programs?		X		
17. Does the EEO Office work collaboratively with Human Resources, supervisors/managers, counsel and other appropriate stakeholders to effectively carry out a successful EEO Program?		X		
Compliance Indicator	The CDEEOO/DEEOO and other EEO professional staff responsible for EEO programs have regular and effective means of informing the command/activity head and senior management officials of the status of EEO programs and are involved in, and consulted on, management/personnel actions.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
18. Does the CDEEOO/DEEOO have a regular and effective means of informing the EEOO and other top management officials of the effectiveness, efficiency and legal compliance of the command's/activity's EEO program?		X		CDEEOO has monthly meetings with the NAVFAC Chief Management Officer and meeting with the EEOO and Executive Director as needed. EEO metrics are provided at the Quarterly Review Board (QRB). All senior leaders attend the QRB.
19. Following submission of the MD-715 for the current reporting period, did the CDEEOO/DEEOO present to the EEOO and other senior officials the "State of the EEO Program" briefing covering all components of the EEO report, including an assessment of the performance of the command/activity in each of the six elements of		X		Briefing was provided to the EEOO. The briefing slides were also provided to all senior officials at the

the model EEO program and a report on their progress in completing its barrier analysis, including any barriers it identified and/or eliminated or of which it reduced the impact?				Business Management Board. The CDEEOO also brief the Business Directors of all the NAVFAC Echelon III and IV commands on the State of the EEO Program.
20. Are EEO program officials present during command/activity deliberations prior to decisions regarding strategic workforce planning and recruitment, succession planning, selections for training/career development opportunities, and other workforce changes?		X		
21. Does the command/activity consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions such as re-organizations and re-alignments?		X		
22. Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.102(b)(3)]		X		
23. Is the CDEEOO/DEEOO included in the command's/activity's strategic planning, especially the human capital plan, regarding succession planning, training, etc., to ensure that EEO concerns are integrated into the command's/activity's strategic mission?		X		
Compliance Indicator	The command/activity has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
24. Does the command/activity provide sufficient resources and budget to ensure implementation of EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X		
25. Does the command/activity have sufficient resources to ensure that command/activity self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		X		
26. Are statutory/regulatory EEO related Special Emphasis Programs sufficiently staffed?		X		
• Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		X		
• Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		X		
• Individuals With Disabilities Program Manager; Selective Placement Program for Individuals With Disabilities Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		X		
27. Are other special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		X		

Compliance Indicator	The command/activity has committed sufficient budget to support the success of its EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
		Yes	No	
Measures				
28. Are there sufficient resources to enable the command/activity to conduct a thorough barrier analysis of its workforce and its employment practices, policies and procedures?		X		
29. Is official time granted to all employees to utilize, when desired, all EEO programs, including the discrimination complaint processing program, ADR, and to make a request for reasonable accommodation?		X		
30. Is funding available for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?		X		
31. Is the EEO Program allocated sufficient resources to train all employees on all EEO Programs, including administrative and judicial remedial procedures available to employees?		X		
32. Is there sufficient funding to ensure that all employees have access to training and information in compliance with the Rehabilitation Act?		X		
33. Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:		X		
• For ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?				
• To provide religious accommodations?				
• To provide reasonable accommodations in accordance with the DON's written procedures?				
• In the EEO discrimination complaint process?				
• To participate in ADR?				

Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY

This element requires the EEO to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the DON's EEO Program and Plan.

Compliance Indicator	EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each manager's or supervisor's area or responsibility.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
		Yes	No	
Measures				
34. Are regular (monthly/quarterly/semi-annually) EEO updates provided to senior management/supervisory officials by EEO program officials?		X		
35. Do EEO program officials develop and implement EEO Plans, to include barrier analysis efforts, with all appropriate managers to include Counsel, Human Resource Officials, Finance, and the Chief Information Officer?		X		

Compliance Indicator	The Human Resources Director and the CDEEOO/DEEOO meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
36. Have time-tables or schedules been established and executed for the command/activity to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?		X		NAVFAC Merit Staffing Policy was reviewed in July 2014.
37. Have time-tables or schedules been established and executed for the command/activity to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full participation in the program by all groups?		X		Schedule has been established to review in FY15.
38. Have time-tables or schedules been established and executed for the command/activity to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?		X		An analysis was conducted to review participation in the Executive Leadership Developmental Program. In July an analysis was conducted on the participation of the 2015 Leadership Development Program nominees. Future analysis will be conducted.
Compliance Indicator	When findings of discrimination are made, the command/activity explores whether or not disciplinary actions should be taken.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
39. Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis (DON CHRM Subchapter 752)?		X		
40. Has the command/activity, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?		X		In FY14 there was one finding against NAVFAC. It was determined that additional EEO training was required. NAVFAC EEO personnel provided 8 hours of in-person training to the managers found to have discriminated against the employee on 9 June 2014.
41. Does the command/activity promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?		X		
42. Does the command/activity review reasonable accommodation decisions/actions to ensure compliance		X		

with its written procedures and analyze the information tracked for trends, problems, etc.?			
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Essential Element D: PROACTIVE PREVENTION

Requires that the command/activity make early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.

Compliance Indicator	Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
43. Do senior managers meet with and assist the CDEEOO/DEEOO and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity as follows?		X		SES Champions are assigned to each SEP to assist in identifying barriers.
• When barriers are identified, senior managers develop and implement, with the assistance of the EEO office, command/activity EEO Action Plans to eliminate said barriers.				
• Senior managers implement EEO Action Plans and incorporate the Plan Objectives into command/activity strategic plans.				
44. Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?		X		
45. Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?		X		
46. Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?		X		
47. Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?		X		
48. Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		X		
Compliance Indicator	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
49. Are all employees encouraged to use ADR?		X		
50. When a supervisor/manager declines to participate in the ADR process, does the next level of supervision, not involved in the employment dispute, document the reasons for the declination in writing, and forward to the DON ADR Program?		X		Information is being obtained. For 462 report - Provide Resources who manage EEO ADR program (does not include neutrals as reported in parts X & XI) 1. In-House Full Time (40 Hours

			EEO ADR Only) 2. In-House Part Time (32 Hours EEO ADR Only) 3. In-House Collateral Duty (Others/Non-Contract) 4. Contract (Another Federal Agency/Private Organizations) For 462 report - Provide EEO ADR Funding Spent \$0.00
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Essential Element E: EFFICIENCY

Requires that the command/activity ensure that there are effective systems in place for evaluating the impact and effectiveness of the command's/activity's EEO Programs as well as an efficient and fair dispute resolution process.

Compliance Indicator	The command/activity has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
		Yes	No	
51. Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		X		
52. <u>For major command response only.</u> Have sufficient resources been provided to conduct effective audits of subordinate activity efforts to achieve a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?		X		FY-14 Audits conducted at: NAVFAC Pacific, NAVFAC Marianas, NAVFAC Hawaii, MAVFAC Mid-Atlantic, NAVFAC Southeast and NAVFAC EURAFSWA.
53. Is there a designated RA POC to coordinate or assist with processing requests for disability accommodations in all commands/activities?		X		Information is being obtained. Edward Castellon – NAVFAC Debbie Segall – PAC and Hawaii Mona Gonzales – EXWC Meena Shoyooee – Washington Susan Moyer – Southeast Shateesha Higgins – Far East Kevin Kirkpatrick – Northwest - Southwest - LANT, MidLant, NCC
54. Are 90% of accommodation requests processed within the time frame set forth in the DON procedures for processing reasonable accommodation?			X	Several subordinate commands representing 34.2% of the NAVFAC population reported

				they did not process 90% of reasonable accommodation requests in a timely manner.
Compliance Indicator	The DON has an effective complaint tracking and monitoring system in place to increase the effectiveness of its EEO Programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
55. Does the command/activity utilize the information in iComplaints to analyze complaint activity and trends?		X		
56. Does the command/activity utilize contractors to process pre-complaints?			X	
57. Does the command/activity hold contractors accountable for delay in counseling processing times?		N/A		
58. Does the command/activity utilize collateral duty counselors?		X		Information is being obtained. If yes, provide a listing with names and series.
59. Does the command/activity monitor and ensure that new counselors, including contractors, receive the 32 hours of training required in accordance with EEO Management Directive (MD) 110 and DON requirements?		X		Information is being obtained. If yes, provide the number of New Staff that have received the following: 1) required 32 or more hours of training, 2) 8 or more hours of training usually given to experienced staff, and 3) no training at all.(No new staff assigned)
60. Does the command/activity monitor and ensure that experienced counselors, including contractors, receive the 8 hours of refresher training required on an annual basis in accordance with EEO MD-110 and DON requirements?		X		Information is being obtained. If yes, provide the number of New Staff that have received the following: 1) required 32 or more hours of training, 2) 8 or more hours of training usually given to experienced staff, and 3) no training at all. .(No new staff assigned)
Compliance Indicator	The command/activity has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures	<i>(Please note that responses in this section will be verified by the information in iComplaints)</i>	Yes	No	
61. Does the command/activity provide an aggrieved person with written notification of his/her rights and		X		

responsibilities in the EEO process in a timely fashion?				
62. Does the command/activity ensure that investigations are completed within the applicable prescribed time frame?			X	Based on iComplaints data NAVFAC timely investigation rate was 58%. The DON goal is 90%.
63. When a complainant requests a hearing, does the command/activity immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		X		
64. When a settlement agreement is entered into, does the command/activity timely complete any obligations provided for in such agreements?		X		
65. Does the command/activity ensure timely compliance with EEOC AJ decisions that are fully implemented by DON and are not the subject of an appeal?		X		
Compliance Indicator	There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the command/activity EEO complaint processing program.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
66. Does the command/activity require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the DON's policy in encouraging mutual resolution of disputes at the lowest possible level and the benefits associated with utilizing ADR?		X		
67. Does the responsible management official directly involved in the dispute have settlement authority?		X		
Compliance Indicator	The command/activity has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
68. Does the command/activity provide reasonable resources for the discrimination complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102(a)(1)?		X		
69. Does the command/activity EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the DON?		X		
70. Does the command/activity EEO program address all of the laws enforced by the EEOC?		X		
71. Does the command/activity identify and monitor significant trends in discrimination complaint processing to determine whether the command/activity is meeting its obligations under Title VII and the Rehabilitation Act?		X		
72. Does the command/activity track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD-715 and DON standards?			X	Barrier analysis has not been conducted on commands recruitment efforts.

Compliance Indicator	The command/activity ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm or other offices with conflicting or competing interests.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
73. Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in discrimination complaints?		X		
74. Does the command/activity discrimination complaint process ensure a neutral adjudication function?		X		
75. If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of discrimination complaints?		X		

Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE

This element requires that DON is in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.

Compliance Indicator	Command/Activity personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
76. Does the command/activity have a system of management control to ensure that management officials timely comply with any orders or directives issued by EEOC Administrative Judges?		X		
Compliance Indicator	The command's/activity's system of management controls ensures that the command/activity timely completes all ordered corrective action and submits its compliance report to EEOC OFO within 30 days of such completion.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	
77. Does the command/activity timely process (within 150 days) all ordered relief by EEOC or DON?		X		
78. Does the command/activity timely submit compliance reports to EEOC OFO within 30 days of completion? If not able to immediately complete all ordered corrective action, does the command/activity submit interim status reports every 30 days until all corrective action are fully implemented?		X		
Compliance Indicator	Command/Activity personnel are accountable for the timely completion of actions required to comply with orders of EEOC.	Measure has been met		For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H
Measures		Yes	No	
79. Is compliance with EEOC orders encompassed in the performance standards of any command/activity employees?		X		
80. Does the command/activity promptly provide to the NAVOECMA and EEOC the following documentation for completing compliance, as it applies, such as:		X		
<ul style="list-style-type: none"> Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate official, or payment order dating the dollar amount of attorney fees paid? 				

• Awards: A narrative statement by an appropriate official stating the dollar amount and the criteria used to calculate the award?			
• Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, narrative statement by an appropriate official of total monies paid?			
• Compensatory Damages: The final agency decision and evidence of payment, if made?			
• Training: Attendance roster at training session(s) or a narrative statement by an appropriate official confirming that specific persons or groups of persons attended training on a date certain?			
• Personnel Actions (e.g., Reinstatement, Promotion, Hiring, Reassignment): Copies of SF-50s			
• Posting of Notice of Violation: Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available.			
• Supplemental Investigation: 1. Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2. Copy of letter to complainant transmitting the Report of Investigation (not the ROI itself unless specified). 3. Copy of request for a hearing (complainant's request or command's/activity's transmittal letter).			
• Final Agency Decision (FAD): FAD or copy of the complainant's request for a hearing.			
• Restoration of Leave: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explanation or statement.			
• Civil Actions: A complete copy of the civil action complaint demonstrating same issues raised as in compliance matter.			
• Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided.			

EEO Program Status Report

FY 2014

Parts H

Plans to Correct Identified

Deficiencies

Accomplishments

§§1EEOC FORM 715-01 PART H		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
NAVFAC		FY 2014 PLAN H-1 (Complaints)	
STATEMENT OF MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:		<p>The Naval Facilities Engineering Command (NAVFAC) is untimely in completing investigations. NAVFAC's focus will be improving the quality and timely processing of pre-complaints and formal complaints. This plan provides direction to the NAVFAC Facility Engineering Commands (FECs) on improving their efforts in this measure.</p> <p>Essential Element E: Efficiency</p> <p>Most FECs are not routinely meeting the regulatory timeframes for informal and formal complaints processing in accordance with 29 Code of Federal Regulations (CFR) §1614, the Equal Employment Opportunity Commission (EEOC) Management Directive (MD) 110 and DON Policy and guidance.</p>	
OBJECTIVES:		<p>Complaints Processing</p> <p><u>Pre-Complaint Processing:</u> Ensure that, at a minimum, 90% of pre-complaints processing is timely.</p> <p><u>Formal Complaint Processing:</u> Ensure that, at a minimum 90% of formal cases are processed in accordance with all the regulatory requirements. Specific issuances to be monitored for timeliness are: Notice of Receipt of Formal Complaint, Receipt of EEO Counselor's Report, Accept/Dismiss Letter, Requests for Investigation, and Completion of Investigation.</p> <p>Enhance/support EEO practitioner development through targeted training events and updated policy guidance and job aides</p>	
RESPONSIBLE OFFICIAL:		Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), EEO Practitioners, Agency Representatives at the activity levels.	
DATE OBJECTIVE INITIATED:		1 October 2013	
TARGET DATE FOR COMPLETION OF OBJECTIVES:		30 September 2014	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVES:			TARGET DATE (Must be specific)

<p>1. To ensure that, at least, 90% of pre-complaint and formal processing are conducted within the regulatory timeframes, NAVFAC FECs must:</p> <p>a. Comply with NAVFAC and DON policy and regulatory guidance on complaints in addition to the 29 CFR §1614 and EEOC requirements.</p> <p>b. Implement NAVFAC prescribed standard performance objectives requiring timely processing for all EEO practitioners responsible for processing complaints.</p> <p>c. Ensure all FECs participate in DON training requirements for practitioners.</p> <p>d. Conduct periodic reviews, in coordination with Agency representatives, of cases to determine the potential for resolution.</p> <p>e. Review iComplaints database information on, at a minimum, on a monthly basis and monitor EEO offices compliance with NAVFAC and DON requirements for accuracy of data entry.</p>	<p>30 September 2014 (specific action officers identified with individual planned activities)</p>
<p>2. <u>Action:</u> DEEOOs, EEO practitioners, Agency Representatives at the NAVFAC FECs will be briefed by the NAVFAC CDEEOO on the status of their complaints processing.</p>	<p>30 June 2014 (specific action officers identified with individual planned activities)</p>
<p>3. <u>Action:</u> For EEO practitioner development, the NAVFAC CDEEOO will conduct sustainment training focusing on improving efficiency and compliance with regulatory guidance in accordance with needs as determined by the FECs.</p>	<p>30 September 2014 (specific action officers identified with individual planned activities)</p>
<p>4. <u>Action:</u> The NAVFAC CDEEOO will disseminate the DON Discrimination Complaints Processing Manual to the FECs.</p> <p>REPORT OF ACCOMPLISHMENTS/STATUS OF AND/OR MODIFICATIONS TO OBJECTIVE:</p> <p>In FY 2013, approval was granted to establish a Complaints Manager position to oversee and manage the NAVFAC EEO complaints program. This position was filled in the first quarter of FY 2014. At the beginning of the fiscal year the CDEEOO left NAVFAC. The NAVFAC Complaints Manager assumed some of the duties of the CDEEOO position. A new CDEEOO was not in place until April 2014. The vacancy of the NAVFAC CDEEOO position coupled with the assumption of CDEEOO duties by the Complaints Manager impacted her ability to execute all planned activities.</p> <p>Planned Activity 1.a. The objective of this planned activity was not accomplished. The NAVFAC goal is to be compliant with Equal Employment</p>	<p>30 September 2014 (specific action officers identified with individual planned activities)</p> <p>Not completed and will be continued in</p>

<p>Opportunity Commission (EEOC) and DON guidance. To be “green” on the DON discrimination complaints scorecard a command must achieve a 90% timeliness rate for completed pre-complaints, submission of counselor’s reports, requests for investigations and completed investigations. As of 22 August 2014, 69% of NAVFAC’s pre-complaints were completed within regulatory timeframes, 28% of counselor’s reports were submitted within the DON 7 day goal, 32% of Acceptance or Dismissal letters were issued within the DON 30 day goal, and 67% of investigations were completed within the regulatory timeframes. As compared to FY 2013, the timeliness of complaint processing decreased in all categories except completion of investigations. NAVFAC timely completed investigations increased from 37% to 67% in FY 2014. The goal of timely processing EEO Complaints in accordance with DON and EEOC guidance will continue in FY 2015.</p>	FY 2015.
<p>Planned Activity 1.b. Implementation of standardized performance objectives for individuals with complaint processing responsibilities was not accomplished in FY14. This objective will be carried over into FY 15.</p>	Not completed and will be carried over in FY 2015.
<p>Planned Activity 1.c. The NAVFAC EEO Office disseminated information regarding DON training requirements to the enterprise to ensure that NAVFAC EEO practitioners participated in required DON complaints processing training events. NAVFAC EEO practitioners participated in EEO training provided by the DON EEO Program Office in Southbridge Massachusetts and various DCO sessions held by the DON Discrimination Complaints Manager and the DON Disability Program Manager. In addition to DON training, NAVFAC EEO Practitioners attended other complaint related training provided by the EEOC, the Defense Equal Opportunity Management Institute, the Department of Defense, and other DON major commands.</p>	Completed
<p>Planned Activity 1.d. Periodic reviews of complaints for possible resolution were not completed. While discussions were held with several FECs regarding possible resolution of pending complaints, these discussions were not conducted as a result of periodic reviews of complaint data. The discussions were held as a result of questions or issues that arose during the fiscal year regarding individual complaints.</p>	Not completed and will not be carried over in FY 2015.
<p>While conducting periodic reviews of complaints for possible resolution is a good tool for resolving complaints, it is not a tool to increase the timeliness of complaint processing, unless the resolution occurs during counseling or during the investigations. During both of these stages of the complaint process resolution is sought either by the EEO Counselor or the Investigator. Furthermore, complaints at the conclusion of the investigation are reviewed for possible resolution by EEO personnel and Agency Representatives. Periodic reviews are most appropriate to determine if a complaint pending hearing may be settled. Due to the limited impact of periodic reviews of complaints for possible resolutions on timely processing of complaints, this activity will not be carried over in FY 2015.</p>	Completed.
<p>Planned Activity 1.e. Monthly reviews of iComplaint data were conducted to monitor FEC EEO Office compliance with NAVFAC and DON processing requirements and accuracy of data entry. Prior to the arrival of the new CDEEOO reviews were conducted; however, after the arrival of the new</p>	Completed.

<p>CDEEOO more detailed review of iComplaints data has been conducted. The NAVFAC Complaints Manager was provided training on how to better utilize the reporting functions in iComplaints to track and monitor the timely processing of complaints. The Complaints Manager and the CDEEOO have established new monthly complaints processing reports and metrics and these reports and metrics have been disseminated and briefed to the NAVFAC leadership on a monthly basis. The Complaints Manager has contacted the DEEOO at the FECs to provide feedback and instructions on complaint processing. Although this planned activity has been completed, it is a good complaints management process and will continue in FY 2015.</p> <p>The Complaints Manager position has been responsible for monitoring, evaluating and managing complaints processing across the enterprise. As of date, the NAVFAC is untimely in complaints processing and they are not meeting the regulatory timeframes for informal and formal complaints processing in accordance with 29 Code of Federal Regulations (CFR) §1614, the Equal Employment Opportunity Commission (EEOC) Management Directive (MD) 110 and the DON policy and guidance.</p> <p>Planned Activity 2. In FY 2014, the CDEEOO briefed the FEC DEEOOs on the status of their complaint processing. The CDEEOO holds monthly meeting with the NAVFAC DEEOOs. During these meetings information regarding the complaint process was provided. To assist the DEEOOs on how to better track their compliance with regulatory and DON timeframes, the CDEEOO provided training on the reporting tools available in iComplaints. In addition, the Complaints Manager or the CDEEOO have met with each FEC DEEOO on an individual basis to provide updates and feedback on the status of their complaints processing. Guidance on methods for improving efficiencies has also been provided to FEC DEEOOs. Although these efforts have been helpful, their effect on improving the timely processing of complaints has been limited.</p> <p>In addition, the CDEEOO briefed the Business Directors (i.e. senior civilians at each subordinate command) regarding complaint processing. Complaint processing metrics were also shared to all NAVFAC senior leaders during Command Quarterly Review Board meetings.</p> <p>Planned Activity 3. The CDEEOO provided and conducted sustainment training to the NAVFAC FECs on improving efficiency and compliance with regulatory timeframes. These training sessions were conducted during monthly DEEOO meetings. In addition to the training provided on the reporting tools in iComplaints, the CDEEOO provided advice and guidance on how to improve timeliness during the meetings. He provided Equal Employment Opportunity Commission decisions to the DEEOO which illustrate proper processing of EEO complaints. He worked on an individual basis with a number of DEEOOs to improve the quality of EEO complaint processing.</p> <p>In FY 2013, the DON established a Command Super Users/Administrators Working Group to review iComplaints data and share best practices to facilitate timely processing of complaints. The Complaints Manager and the NAVFAC CDEEOO participated in this DON working group in FY 2014. Information provided by the DON was disseminated to the FECs by the</p>	<p>Completed</p> <p>Completed</p>
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<p>Complaints Manager.</p> <p>Additional sustainment training will be provided in FY 2015.</p> <p>Planned Activity 4. The DON Discrimination Complaints Processing Manual was disseminated via email to the DEEOO at each FEC. The Complaints Manager also disseminated the DON Complaints Processing Manual to field personnel when relevant while providing advice and guidance.</p>	<p>Completed</p>
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EEO Program Status Report

FY 2015

Parts H

**Plans to Correct Identified
Deficiencies**

§§1EEOC FORM 715-01 PART H		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
NAVFAC		FY 2015 PLAN H-1 (Complaints)	
STATEMENT OF MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	In FY 14, investigations of Naval Facilities Engineering Command's (NAVFAC) discrimination complaints were not completed within the applicable prescribed time frames. (Essential Element E: Efficiency - Measure #62 of the DON Part G Form).		
OBJECTIVES:	<p>Complaints Processing</p> <p><u>Pre-Complaint Processing:</u> Ensure that, at a minimum, 90% of pre-complaints are processed within regulatory time frames.</p> <p><u>Formal Complaint Processing:</u> Ensure that, at a minimum, 90% of</p> <ul style="list-style-type: none"> • Counselor's Reports are submitted within 7 days, • Acceptance and Dismissal Letters are issued within 30 days, • Requests for investigations are done concurrently with Acceptance Letters, and • Investigations are completed within regulatory timeframes. <p>Enhance/support EEO practitioner development through targeted training events and updated policy guidance and job aides</p>		
RESPONSIBLE OFFICIAL:	EEO Officers, NAVFAC Command Deputy EEO Officer (CDEEOO), Chief Management Officer, NAVFAC Complaints Manager, Human Resources (HR) Directors, Deputy EEO Officers (DEEOOs), EEO Practitioners processing complaints, and Agency Representatives assigned to represent that agency on EEO complaints.		
DATE OBJECTIVE INITIATED:	1 October 2014		
TARGET DATE FOR COMPLETION OF OBJECTIVES:	30 September 2015		
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVES:		TARGET DATE (Must be specific)	
The NAVFAC Command Deputy EEO Officer will draft a standardized critical element for EEO Specialists that requires compliance with regulatory and DON goals for timely processing of EEO Complaints. The standardized critical elements will be forwarded to all HRDs and DEEOO for inclusion in EEO Specialists FY 2015 performance plans.		October 15, 2014	

NAVFAC Commands will ensure that Individual Development Plans (IDPs) are established and executed in FY 2015 for EEO practitioners with complaint processing responsibilities to develop/maintain complaint processing skills.	Development of IDPs – 31 October 2014. Execution of IDP – 30 September 2015.
NAVFAC Commands will be required to establish FY 2015 action plans detailing how they plan to improve their complaints processing timeframes. The action plan will be submitted to the NAVFAC Complaints Manager.	October 31, 2014
The NAVFAC Complaints Manager, with assistance of the NAVFAC CDEEOO, will conduct EEO Complaints training intended to improve efficiency and compliance with regulatory timeframes and DON processing goals. The training will include Acceptance and Dismissal training, iComplaints training and Advanced EEO Counselor training. DEEOO will ensure that all EEO Specialists with complaints processing responsibilities attend the training above mentioned training and other training as needed.	Accept/Dismiss Training – November 2014 iComplaints – January 2015 Counselor Training – March 2015
The NAVFAC Complaints Manager will conduct monthly reviews of NAVFAC iComplaints data to verify FEC's timely processing of EEO complaints in accordance with regulation and DON goals and to ensure timely and accurate updating of the iComplaints database.	Monthly reviews will be conducted by the 15 th of each month.
NAVFAC Complaints Manager will develop a NAVFAC Complaints Processing Scorecard that will be issued by the Chief Management Officer to each FEC Commanding Officer on a quarterly basis.	January 21, 2015 April 21, 2015 July 21, 2015 October 21, 2015
REPORT OF ACCOMPLISHMENTS/STATUS OF AND/OR MODIFICATIONSTO OBJECTIVE:	

§§1EEOC FORM 715-01 PART H		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
NAVFAC		FY 2015 PLAN H-2 (Reasonable Accommodation Requests)	
STATEMENT OF MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	In FY 14, 90% of accommodation requests were not processed within the time frame established in the DON Procedures for Processing Requests for Reasonable Accommodation. (Essential Element E: Efficiency - Measure #54 of the DON Part G Form).		
OBJECTIVES:	Ensure that, at a minimum, 90% of reasonable accommodation requests are processed within the timeframes established in the DON Procedures for Processing Requests for Reasonable Accommodation.		
RESPONSIBLE OFFICIAL:	EEO Officers, NAVFAC Command Deputy EEO Officer (CDEEOO), Chief Management Officer, Human Resources Directors, Deputy EEO Officers (DEEOOs), Reasonable Accommodation Points of Contact (RA POCs), EEO Specialists, Human Resources (HR) Specialists, Supervisors, Managers, and members of the reasonable accommodation team.		
DATE OBJECTIVE INITIATED:	1 October 2014		
TARGET DATE FOR COMPLETION OF OBJECTIVES:	30 September 2015		
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVES:		TARGET DATE (Must be specific)	
The NAVFAC Command Deputy EEO Officer will draft a standardized critical element for RA POCs, EEO Specialists and HR Specialists with reasonable accommodation duties. The critical element will require compliance with DON requirements for timely processing of reasonable accommodation requests. The standardized critical elements will be forwarded to all HRDs and DEEOO for inclusion in appropriate personnel's FY 2015 performance plans.		15 October 2014	
NAVFAC Commands will ensure that Individual Development Plans (IDPs) are established and executed in FY 2015 for RA POCs, EEO Specialists and HR Specialists with reasonable accommodation duties to develop/maintain the skills and knowledge required to process reasonable accommodation requests.		Development of IDPs – 31 October 2014. Execution of IDP – 30 September 2015.	

NAVFAC Commands will be required to establish FY 2015 action plans detailing how they plan to improve their reasonable accommodation processing timeframes. The action plan will be submitted to the NAVFAC CDEEOO.	31 October 2014
NAVFAC Commands will submit a document to the NAVFAC CDEEOO detailing how they track reasonable accommodation requests. The NAVFAC CDEEOO will then determine best practices and develop a standardized tracking mechanism for NAVFAC Commands.	NAVFAC Command submission – 15 November 2014 Release of standardized tracking mechanism – 31 December 2014
The NAVFAC CDEEOO will conduct Rehabilitation Act and Reasonable Accommodation training intended to improve efficiency and compliance with DON processing timeframes. DEEOO will ensure that all EEO Specialists with reasonable accommodation processing responsibilities attend the training.	31 January, 2014
NAVFAC Commands will submit to the CDEEOO, on a quarterly basis, their reasonable accommodation requests timeliness tracking data. The NAVFAC CDEEOO will verify the Command's processing of EEO reasonable accommodation requests.	Command due dates: 7 January 2015, 7 April 2015, 7 July 2015, and 7 October 2015.
A Reasonable Accommodation Processing Scorecard will be developed and results issued by the Chief Management Officer to each FEC Commanding Officer on a quarterly basis.	January 21, 2015 April 21, 2015 July 21, 2015 October 21, 2015
REPORT OF ACCOMPLISHMENTS/STATUS OF AND/OR MODIFICATIONSTO OBJECTIVE:	

§§1EEOC FORM 715-01 PART H		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
NAVFAC		FY 2015 PLAN H-3 (Barrier Analysis of Recruitment Efforts)	
STATEMENT OF MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	NAVFAC does not track recruitment efforts and analyze its efforts to identify potential barriers in accordance with MD-715 and DON standards. (Essential Element E: Efficiency - Measure #72 of the DON Part G Form).		
OBJECTIVES:	Develop procedures and guidance for NAVFAC Commands to track and analyze recruitment efforts in order to identify potential barriers to equal employment opportunity.		
RESPONSIBLE OFFICIAL:	EEO Officers, NAVFAC Director of Civilian Human Resources (DCHR), NAVFAC Command Deputy EEO Officer (CDEEOO), NAVFAC Affirmative Employment Program (AEP) Manager, Human Resources Directors, Deputy EEO Officers (DEEOOs), EEO Specialists, Human Resources (HR) Specialists, Managers, Supervisors, and Special Emphasis Program Managers.		
DATE OBJECTIVE INITIATED:	1 October 2014		
TARGET DATE FOR COMPLETION OF OBJECTIVES:	30 September 2015		
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVES:		TARGET DATE (Must be specific)	
The NAVFAC AEP Manager and a member of the NAVFAC headquarter's Human Resources team will establish a Recruitment Barrier Analysis Working Group to develop procedures and guidance for NAVFAC Commands to track and analyze their recruitment efforts.		Establishment of working group 31 October 2014	
The NAVFAC AEP Manager, with assistance from the CDEEOO, will provide Barrier Analysis Training to the members of the Recruitment Barrier Analysis Working Group.		31 November 2014	
The Recruitment Barrier Analysis Working Group will provide draft procedures on how to track and analyze NAVFAC recruitment efforts. The draft procedures will be provided to the NAVFAC DCHR and the CDEEOO. The procedures will be distributed for comment.		31 January 2015	

Final procedures and guidance will be disseminated to NAVFAC Commands for execution.	31 March 2015
Execution of barrier analysis will begin 1 April 2015	30 September 2015
REPORT OF ACCOMPLISHMENTS/STATUS OF AND/OR MODIFICATIONSTO OBJECTIVE:	

EEO Program Status Report

FY 2014

Parts I

Plans to Eliminate Barriers

Accomplishments

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2014 I-1		FY 2014 Plan 1-1 (Asians High Grades)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>Asian males and females continue to participate at a high rate in the NAVFAC appropriated fund workforce, 6.90% and 2.80% respectively, when compared to the national civilian labor force (NCLF), of 1.90% and 1.70% respectively.</p> <p>Notwithstanding the robust participation of Asian males and females in the overall NAVFAC workforce, Asian Americans and Pacific Islanders did not have that same participation rate in NAVFAC high grades and in the SES.</p> <p>Only certain series within the high grade levels serve as a pipeline into the Senior Executive Service (SES) ranks. Asian males and females, in particular, continue to participate at a low rate in SES positions compared to their overall participation rate in the total workforce and in some pipeline grades.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>As reported in the FY2010 through FY 2013 much of the information required to conduct an in-depth barrier analysis is not available. Substantive applicant flow data is not available.</p> <p>While some progress was made in the current reporting period many Facilities Engineering Commands (FECs) are at different stages in their barrier analysis efforts.</p> <p>The top six series were the 0301 (Miscellaneous Administration and Program), 0340 (Program Management), 0343 (Management Program Analysis, 0800 (Engineering family), 1102 (Contracting) and the 2210 (Information Technology Management). There is a direct correlation between these series and the ones that are representative of the current SES population.</p> <p>Other planned initiatives assigned to FECs include: an examination of feeder grades in these series; a determination if other groups had a trigger of a low participation rate In these series; an examination of promotion policies, practices and procedures; a trend analysis of the high grade/SES positions, the development of a mechanism for collecting and tracking applicant flow data; an analysis of discrimination complaints related to promotion or non-selection; and, conducting focus groups if the planned activities listed here did not lead to the identification of any specific barriers.</p>	

<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Overall, NAVFACs barrier analysis efforts to date indicate a better understanding of the data analysis part of the process. However, although some FECs have conducted good data analysis and are moving forward to a more in-depth analysis, there are still a few FECs that have not completed all aspects of data analysis. Some FECs also had difficulty connecting the results of their individualized analysis. In FY 2014, the NAVFAC will continue to require FECs to focus their efforts on a more in-depth barrier analysis so that they can understand the possible corporate impact.</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Provide FECs with a framework for conducting a more in-depth investigation to pinpoint specific barriers in policies, practices or procedures that may be impeding the full participation of Asian Americans and Pacific Islanders in the NAVFAC high grades and SES levels.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs) HR Officers, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>1 October 2013</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>30 September 2014</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
<p>1. As they are all at different stages in their barrier analysis efforts, NAVFAC FECs are required to establish individualized planned activities for execution in FY 2014.</p> <ul style="list-style-type: none"> a. If it is determined that there is no real barrier, an explanation of the type of review conducted and how the FEC reached this conclusion must be provided in the report of accomplishment. b. If a barrier/s is identified, FECs must establish action plans to correct and eliminate the identified barriers. c. If the FEC does not complete this action item by the completion date, a status report on the planned activities completed thus far and the next steps in the process must be provide by the completion date. d. If FECs are not yet in the position to draw any conclusions, provide a status on the planned activities compared thus far and their next steps in the process. 	<p>30 September 2014</p>	
<p>2. FECs are required to provide a year-to-date status brief to the NAVFAC Office of EEO/Diversity on their efforts toward accomplishing this plan. FECs must also be prepared to outline their next steps for the remainder of the fiscal year.</p>	<p>30 June 2014</p>	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

1. Planned Activity 1 was not met. Required information was not provided by the FECs.

2. Planned Activity 2 was met. On 15 May 2014, the NAVFAC CDEEOO issued a tasker to all NAVFAC FECs requesting year-to-date accomplishments of their FY 2014 Part H's and I's, NAVFAC's Part H's and I's and DON Part H's and I's by close of business 13 June 2014. Submissions were received from the FECs. The NAVFAC CDEEOO conducted one-on-one feedback sessions with each FEC's DEEOO. However, due to the accelerated timeframes for the FY 2014 EEO Program Status Report, FECs were unable to implement recommended corrective actions.

To achieve the objective to provide the FECs with a framework to conduct a more in-depth investigation to pin point specific barriers, the NAVFAC CDEEOO conducted three DCO sessions for all the FECs on barrier analysis. A significant number of NAVFAC EEO Specialists were reassigned to the EEO Community as a result of HR Service Delivery. The one-on-one conversations with the DEEOO and the barrier analysis training are the first steps in laying the foundation for in-depth barrier analysis in the future.

Through the DCOs, participants learned the purpose and how to complete each section of the EEO Program Status Report, distinguish barriers from triggers, how to determine the appropriate Relevant Civilian Labor Force for the MD 715 data tables, sources of data to use during the barrier analysis process, the four stages of the barrier analysis process, areas of inquiry in the process, and how to initiate and progress through the process.

As a result of the training, several submissions by the FECs showed improvement from FY 2013. FY 2015 submitted planned activities indicate a better understanding of the barrier analysis process. In addition, conversations with FEC EEO personnel conveyed increase awareness of how to execute a proper barrier analysis.

EEOC FORM 715-01 PART I	<i>U.S. Equal Employment Opportunity Commission</i> FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2014 I-2		FY 2014 Plan 1-2 (Hispanics)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>Over the last several years, all NAVFAC activities have reported a consistent trend of a low participation rate of Hispanic males and females in their appropriated fund workforce when compared to the civilian labor force (CLF).</p> <p>A review of the NAVFAC top ten major occupations (Table A6) for the last three fiscal years shows a trend of low participation of Hispanic males in the following occupations: 0802, 1101, 0819, 0803, 2805, 4749, and 0343.</p> <p>Hispanic females are consistently participating below the OCLF in the following occupations: 0802, 0801, 0343, 0803, and 1101.</p> <p>Some activities also reported a potential barrier with respect to the career progression of Hispanic males and females.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>Due to the disparity between the participation rate of Hispanic males and females in the overall NAVFAC workforce when compared to the OCLF, the NAVFAC will continue to investigate.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>A complete barrier analysis cannot be performed at the NAVFAC. Substantive applicant flow data is not available. Overall, NAVFACs barrier analysis efforts to date indicate a better understanding of the data analysis part of the process. Although some FECs have conducted good data analysis and are moving forward to a more in-depth analysis, there are still a few FECs that have not completed all aspects of data analysis.</p> <p>Some FECs also had difficulty connecting the results of their individualized analysis. Consequently, there is still work to be done in the identification of any barriers. In FY 2014, the NAVFAC will continue to focus on ensuring that FECs work to complete this critical in-depth analysis.</p>	

OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	Provide FECs with a framework for conducting a more in-depth investigation to pinpoint specific barriers in policies, practices or procedures that may be impeding the full participation of Hispanic males and females in the NAVFAC workforce.
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs) HR Officers, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts.
DATE OBJECTIVE INITIATED:	1 October 2013
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2014

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
<p>1. NAVFAC FECs are at different stages in their barrier analysis efforts. In order to move NAVFAC forward FECs are required to establish their own planned activities for execution in FY 2014 to meet this objective.</p> <ul style="list-style-type: none"> a. If it is determined that there is no real barrier, an explanation of the type of review conducted and how the FEC reached this conclusion must be provided in the report of accomplishment. b. If a barrier/s is identified, FECs must establish action plans to correct and eliminate the identified barriers. c. If the FEC does not complete this action Item by the completion date, a status report on the planned activities completed thus far and the next steps in the process must be provide by the completion date. 	<p>30 September 2014</p>	
<p>2. In lieu of periodic written submissions as in past years, FECs are required to present the status of their plan and efforts towards accomplishing this objective to the NAVFAC Office of EEO/Diversity.</p>	<p>30 June 2014</p>	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

1. Planned Activity 1 was not met. Required information was not provided by the FECs.

2. Planned Activity 2 was met. On 15 May 2014, the NAVFAC CDEEOO issued a tasker to all NAVFAC FECs requesting year-to-date accomplishments of their FY 2014 Part H's and I's, NAVFAC's Part H's and I's and DON Part H's and I's by close of business 13 June 2014. Submissions were received from the FECs. The NAVFAC CDEEOO conducted one-on-one feedback sessions with each FEC's DEEOO. However, due to the accelerated timeframes for the FY 2014 EEO Program Status Report, FECs were unable to implement recommended corrective actions.

To achieve the objective to provide the FECs with a framework to conduct a more in-depth investigation to pin point specific barriers, the NAVFAC CDEEOO conducted three DCO sessions for all the FECs on barrier analysis. A significant number of NAVFAC EEO Specialists were reassigned to the EEO Community as a result of HR Service Delivery. The one-on-one conversations with the DEEOO and the barrier analysis training are the first steps in laying the foundation for in-depth barrier analysis in the future.

Through the DCOs, participants learned the purpose and how to complete each section of the EEO Program Status Report, distinguish barriers from triggers, how to determine the appropriate Relevant Civilian Labor Force for the MD 715 data tables, sources of data to use during the barrier analysis process, the four stages of the barrier analysis process, areas of inquiry in the process, and how to initiate and progress through the process.

As a result of the training, several submissions by the FECs showed improvement from FY 2013. FY 2015 submitted planned activities indicate a better understanding of the barrier analysis process. In addition, conversations with FEC EEO personnel conveyed increase awareness of how to execute a proper barrier analysis.

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2014 I-3		FY 2014 Plan 1-3 (Individual with Targeted Disabilities)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>A review of Table B1 shows the percentage of the participation rate of individuals with targeted disabilities (IWTD) in the NAVFAC workforce continued to decrease in FY 2013. At the end of FY 2013, the participation rate of IWTD decreased to .64% as compared to .66% in FY 2012. All Facilities Engineering Commands (FECs) reported a low participation rate of IWTD.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>For several years, the NAVFAC has been actively laying the foundation for in-depth barrier analysis to determine the cause/s for the low participation of individuals with disabilities in the NAVFAC workforce. Submissions received for this reporting period show that activities are at different stages in their barrier analysis efforts. Some are still in the process of establishing the foundation for a more in- depth investigation, others are at the initial stages of execution (of their planned activities), while some FECs have already identified a potential barrier and are in various stages in their barrier elimination efforts. Several FECs have identified a potential attitudinal barrier to hiring individuals with targeted disabilities.</p> <p>The NAVFAC is required to continue their barrier analysis and elimination efforts in FY2014. Additional barrier analysis training will be provided.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>In-depth analysis has yet to be accomplished to determine if there are barriers to the employment of individuals with targeted disabilities in the NAVFAC.</p>	
<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>The NAVFAC will execute their program/plan for the recruitment, hiring, and advancement of individuals with targeted disabilities; support mandatory NAVFAC wide initiatives; conduct in-depth analysis to identify if any barriers exist; and, if barriers are identified, develop appropriate elimination.</p>	

RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), HROs, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts.
DATE OBJECTIVE INITIATED:	1 October 2012
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2014

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
<p>1. For all FECs that have not conducted/reported on their reviews of hiring practices, policies and procedures, those FECs must conduct that review.</p> <ul style="list-style-type: none"> • Reporting requirements for these reviews must include: <ul style="list-style-type: none"> ○ documentation of the specific practices, policies and procedures reviewed; ○ the conclusion as to whether or not any aspect of each practice, policy or procedure either limits or tends to limit the recruitment and hiring of individuals with disabilities; and if they do limit or tend to limit ○ whether or not the policy, practice and procedure is job related and consistent with business necessity. 	<p>30 September 2014</p>	
<p>2. All FECs must conduct an analysis into the effectiveness of each of their recruitment efforts for individuals with disabilities. The results of the analysis, at a minimum, must include:</p> <ul style="list-style-type: none"> • a listing of recruitment efforts for people with disabilities • what the goals were at each recruitment effort, whether or not those goals were met¹ and if not what actions will be taken in the future to 	<p>30 September 2014</p>	
<p>3. In lieu of periodic written submissions, FECs are required to provide a year-to-date status and progress briefing to the NAVFAC HQ Office of EEO/Diversity on their execution efforts towards accomplishing this Part I.</p>	<p>30 June 2014</p>	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

1. Planned Activity 1 was not met. Required information was not provided by the FECs.
2. Planned Activity 2 was not met. Required information on any conducted analyses were not provided by the FECs. However, progress was made towards developing the tools to achieve this objective for corporate diversity recruiting events. NAVFAC is a member of the Navy Systems Commands Civilian Recruiting, Diversity & Affinity Partnership. The Navy Civilian Careers Recruiting Team developed a unique electronic candidate talent profile survey to support Navy recruiters in establishing and maintaining relationships with candidates. The survey collects data about candidates during each recruiting event to more accurately measure the Partnership's targeted messaging campaigns, track the number of candidates who visited our both, and track other important metrics. The Team created an After Action Report (AAR) Survey that each recruiter completes following an event. The Navy Civilian Careers Recruiting Team compile lessons learned and share best practices.
3. Planned Activity 3 was met. On 15 May 2014, the NAVFAC CDEEOO issued a tasker to all NAVFAC FECs requesting year-to-date accomplishments of their FY 2014 Part H's and I's, NAVFAC's Part H's and I's and DON Part H's and I's by close of business 13 June 2014. Submissions were received from the FECs. The NAVFAC CDEEOO conducted one-on-one feedback sessions with each FEC's DEEOO. However, due to the accelerated timeframes for the FY 2014 EEO Program Status Report, FECs were unable to implement recommended corrective actions.

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2014 I-4		FY 2014 Plan 1-4 (Individual with Targeted Disabilities)
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?	A review of Table B1 shows the percentage of the participation rate of Individuals with Targeted Disabilities (IWTD) in the NAVFAC workforce continued to decrease in FY 2013. At the end of FY 2013, the participation rate of IWTD decreased to .64% as compared to .66% in FY 2012. All FECs reported a low participation rate of Individuals with Targeted Disabilities in their workforce.	
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.	For several years, the NAVFAC has been actively laying the foundation for in-depth barrier analysis to determine the cause/s for the low participation of individuals with disabilities in the NAVFAC workforce. Submissions the NAVFAC received for this reporting period and beginning in FY 2012 have identified a potential attitudinal barrier to hiring individuals with targeted disabilities as evidenced by comments made in one-on-one conversations, training sessions and other public forums. Some of the comments by managers and supervisors included comments such as they were uncomfortable interacting with individuals with disabilities, they did not know how to interact with individuals with disabilities, they were concerned that qualification standards would have to be lowered when employing IWTDs and they expressed concerns about the cost associated with providing reasonable accommodations (RAs), etc.	
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.	Potential attitudinal barriers to hiring IWTDs as evidenced by comments made by supervisors and managers in various forums.	
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.	The NAVFAC will develop and deploy training initiatives to decrease perceived attitudinal barriers and to dispel myths regarding the employment and retention of IWTDs.	
RESPONSIBLE OFFICIAL:	Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), HROs, hiring officials, supervisors and managers, senior level	

	managers involved in barrier analysis efforts.
DATE OBJECTIVE INITIATED:	1 October 2013
TARGET DATE FOR COMPLETION OF OBJECTIVE:	30 September 2014

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
1. Develop and deploy training initiatives to decrease perceived attitudinal barriers and to dispel myths regarding the employment and retention of IWTDs.	30 September 2014	
2. Establish a dialog and solicit feedback from other commands to address best practices for eliminating the barriers.	30 September 2014	
3. Provide assistance to those FECs that do not have IWTDs Special Emphasis Program Managers (SEPMs) and IWTDs SES Champions to fill those collateral duty assignments.	30 September 2014	
<p>REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE</p> <p>1. Planned Activity 1 was not met. In FY 2013 the NAVFAC headquarters' barrier analysis identified a potential attitudinal barrier. Training to address identified altitudinal barriers was not conducted at NAVFAC headquarters.</p> <p>2. Planned Activity 2 was partially met. The only potential barrier identified in FY 2013 was the attitudinal barrier at NAVFAC headquarters. While a dialogue from other commands was not established, the new NAVFAC CDEEOO has knowledge of attitudinal barrier training provided by other DON Commands. In FY 2014, two FECs identified potential attitudinal barriers. In FY 2015, additional inquiry into the exact source and issues creating the attitudinal barrier will be conducted.</p> <p>3. Planned Activity 3 was partially met. The NAVFAC CDEEOO had discussions with several FECs regarding the establishment their Special Emphasis Programs. Four FECs reported that their SEP programs are not properly staffed in their Self-Assessment Check-list. In FY 2015, this activity will be completed</p>		

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2014 I-5		FY 2014 Plan 1-5 (White Females)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>A review of the A1, A3, and A6 Tables indicates that White females continue to participate at a low rate when compared to the Relevant Civilian Labor Force (RCLF) in the NAVFAC workforce and in 6 out of 10 major occupations.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>A review of the NAVFAC White female profile shows that the group participates slightly below the RCLF in six of the ten major occupations. All of the information required to conduct an in-depth barrier analysis at the NAVFAC level is not available. Substantive applicant flow data is not available.</p> <p>A few Facilities Engineering Commands (FECs) reported that possible barriers for some groups, to include white females, are some FECs preference for former military personnel, internal hiring practices which favor veterans and downsizing. In most FECs many positions require highly specialized experience that favors former members of the military and impacts opportunity for all other groups outside the military community. Also, there is the possibility that the use of the Veteran's preference hiring authority creates a barrier to hiring women. The current economic situation has prompted downsizing, hiring freezes and limited staffing, which present less opportunity to hire new employees. The unstable economy has also caused employees to be reluctant to leave their current positions, therefore there has been little turnover in FY2013.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>Overall, NAVFACs barrier analysis efforts to date indicate a better understanding of the data analysis part of the process. However, although some FECs have conducted good data analysis and are moving forward to a more in-depth analysis, there are still a few FECs that have not completed all aspects of data analysis. Some FECs also had difficulty connecting the results of their individualized analysis. In FY 2014, the NAVFAC will continue to require FECs to focus their efforts on a more in-depth barrier analysis so that they can understand the possible corporate impact.</p>	

<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Provide FECs with a framework for conducting a more in-depth investigation to pinpoint specific barriers in policies, practices or procedures that may be impeding the participation of White females in the NAVFAC workforce.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs) HR Officers, hiring officials, supervisors and managers, senior level managers involved in barrier analysis efforts.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>1 February 2012</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>30 September 2014</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
<p>1. As they are all at different stages in their barrier analysis efforts, NAVFAC FECs are required to establish individualized planned activities for execution in FY 2014.</p> <ul style="list-style-type: none"> a. If it is determined that there is no real barrier at the activity lever, an explanation of the type of review conducted, why and how the FEC reached this conclusion must be provided. b. If the review shows there is a potential barrier(s), provide a detailed report on the extent of the review, why and how the FEC reached this conclusion. c. If a barrier(s) is found, FECs must establish action plans to correct and eliminate the identified barrier/s, monitor progress, evaluate effectiveness of the planned activities and modify, if needed. d. If FECs are not yet in the position to draw any conclusion, provide a status on the planned activities completed thus far and their next steps in the process. 	<p>30 September 2014</p>	
<p>2. FECs are required to provide a year-to-date status brief to the NAVFAC Office of EEO/Diversity on their efforts toward accomplishing this plan. FECs must also be prepared to outline their next steps for the remainder of the fiscal year.</p>	<p>30 June 2014</p>	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

1. Planned Activity 1 was not met. Required information was not provided by the FECs.

2. Planned Activity 2 was met. On 15 May 2014, the NAVFAC CDEEOO issued a tasker to all NAVFAC FECs requesting year-to-date accomplishments of their FY 2014 Part H's and I's, NAVFAC's Part H's and I's and DON Part H's and I's by close of business 13 June 2014. Submissions were received from the FECs. The NAVFAC CDEEOO conducted one-on-one feedback sessions with each FEC's DEEOO. However, due to the accelerated timeframes for the FY 2014 EEO Program Status Report, FECs were unable to implement recommended corrective actions.

To achieve the objective to provide the FECs with a framework to conduct a more in-depth investigation to pin point specific barriers, the NAVFAC CDEEOO conducted three DCO sessions for all the FECs on barrier analysis. A significant number of NAVFAC EEO Specialists were reassigned to the EEO Community as a result of HR Service Delivery. The one-on-one conversations with the DEEOO and the barrier analysis training are the first steps in laying the foundation for in-depth barrier analysis in the future.

Through the DCOs, participants learned the purpose and how to complete each section of the EEO Program Status Report, distinguish barriers from triggers, how to determine the appropriate Relevant Civilian Labor Force for the MD 715 data tables, sources of data to use during the barrier analysis process, the four stages of the barrier analysis process, areas of inquiry in the process, and how to initiate and progress through the process.

As a result of the training, several submissions by the FECs showed improvement from FY 2013. FY 2015 submitted planned activities indicate a better understanding of the barrier analysis process. In addition, conversations with FEC EEO personnel conveyed increase awareness of how to execute a proper barrier analysis.

EEO Program Status Report

FY 2015

Parts I

Plans to Eliminate Barriers

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2015 I-1		FY 2015 Plan 1-1 (Hispanic Males and Females)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>NAVFAC continues to have a low participation rate of Hispanic males and females in FY-14.</p> <p>Based on a review of the A1 data tables the participation of Hispanic Males in the NAVFAC workforce is 4.15%, whereas the National Civilian Labor Force (NCLF) of Hispanic Males is 5.20%. Hispanic females represent 1.81% of the NAVFAC workforce, whereas the NCLF is 4.80%.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>In FY 2014, access to the required data to conduct a thorough data analysis and barrier analysis was not available. HR Link access to obtain the MD-715 data tables was not available until July 2014. The MD-715 data tables allow a command to identify triggers, but does not contain sufficient information to conduct a proper data analysis which is needed to assist in determining the root cause of a trigger. In FY 2013, the DON EEO Program Office provided each command with raw workforce data which allowed for more in-depth analysis. Such data was not provided in FY 2014.</p> <p>To prepare FEC EEO personnel to lead barrier analysis efforts in the future, the NAVFAC EEO Office provided initial barrier analysis training in August 2014. Additional training will be provided in FY 2015.</p> <p>With the limited data available NAVFAC was able to conduct a multi-year trends analysis which revealed that the population of Hispanic Males has increased in each of the last five fiscal years. The Hispanic Female has increased in each of the last two fiscal years.</p> <p>Information provided by the FECs also did not reveal any substantive barrier analysis to determine the root cause of the low participation of Hispanic Males and Females.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no policy, practice or procedure has been identified as a barrier resulting in the low participation rate of Hispanic Males and Females.</p>	

<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Obtain appropriate workforce data for the FECs to conduct data, trends, and barrier analysis. Provide FEC personnel the appropriate training to conduct a proper barrier analysis. Initiate the barrier analysis process.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), DCHR, HRDs, EEO and Human Resources Specialists, Special Emphasis Program Managers and Committee Members, NAVFAC and FEC senior leadership, supervisors and managers, and employees.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>1 October 2014</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>30 September 2015</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
1. Ensure FEC personnel receive Barrier Analysis Training.	30 December 2014	
2. CDEEOO and NAVFAC AEP Manager will contact DON EEO Program Office for status of appropriate data for barrier Analysis purposes. CDEEOO and NAVFAC AEP Manager will work with NAVFAC TWMS Point of Contact to obtain alternative source for workforce data.	30 December 2014	
3. NAVFAC AEP Manager will hold bi-monthly meetings with FEC personnel conducting barrier analysis to provide guidance.	30 November 2014 31 January 2015 31 March 2015 31 May 2015 31 July 2015 30 September 2015	
4. FECs will provide quarterly updates on progress towards completion of FY 2015 planned activities and update on barrier analysis efforts.	31 January 2015 30 April 2015 31 July 2015 31 October 2015	
5. Evaluate FEC barrier analysis accomplishments for FY 2015 to develop future barrier analysis initiatives.	30 September 2015	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2015 I-2		FY 2015 Plan 1-2 (White Females)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>NAVFAC continues to have a low participation rate of White Females in FY-14.</p> <p>Based on a review of the A1 data tables the participation of White Females in the NAVFAC workforce is 13.84%, whereas the National Civilian Labor Force (NCLF) for White Females is 34.00%.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>In FY 2014, access to the required data to conduct a thorough data analysis and barrier analysis was not available. HR Link access to obtain the MD-715 data tables was not available until July 2014. The MD-715 data tables allow a command to identify triggers, but does not contain sufficient information to conduct a proper data analysis which is needed to assist in determining the root cause of a trigger. In FY 2013, the DON EEO Program Office provided each command with raw workforce data which allowed for more in-depth analysis. Such data was not provided in FY 2014.</p> <p>To prepare FEC EEO personnel to lead barrier analysis efforts in the future, the NAVFAC EEO Office provided initial barrier analysis training in August 2014. Additional training will be provided in FY 2015.</p> <p>With the limited data available NAVFAC was able to conduct a multi-year trends analysis which revealed that the population of White Females has continued to decrease in each of the last four fiscal years.</p> <p>Information provided by the FECs also did not reveal any substantive barrier analysis to determine the root cause of the low participation of White Females.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no policy, practice or procedure has been identified as a barrier resulting in the low participation rate of White Females.</p>	

<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Obtain appropriate workforce data for the FECs to conduct data, trends, and barrier analysis. Provide FEC personnel the appropriate training to conduct a proper barrier analysis. Initiate the barrier analysis process.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), DCHR, HRDs, EEO and Human Resources Specialists, Special Emphasis Program Managers and Committee Members, NAVFAC and FEC senior leadership, supervisors and managers, and employees.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>1 October 2014</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>30 September 2015</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
1. Ensure FEC personnel receive Barrier Analysis Training.	30 December 2014	
2. CDEEOO and NAVFAC AEP Manager will contact DON EEO Program Office for status of appropriate data for barrier Analysis purposes. CDEEOO and NAVFAC AEP Manager will work with NAVFAC TWMS Point of Contact to obtain alternative source for workforce data.	30 December 2014	
3. NAVFAC AEP Manager will hold bi-monthly meetings with FEC personnel conducting barrier analysis to provide guidance.	30 November 2014 31 January 2015 31 March 2015 31 May 2015 31 July 2015 30 September 2015	
4. FECs will provide quarterly updates on progress towards completion of FY 2015 planned activities and update on barrier analysis efforts.	31 January 2015 30 April 2015 31 July 2015 31 October 2015	
5. Evaluate FEC barrier analysis accomplishments for FY 2015 to develop future barrier analysis initiatives.	30 September 2015	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2015 I-3		FY 2015 Plan 1-3 (Individual with Targeted Disabilities)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>NAVFAC continues to have a low participation rate of Individuals with Targeted Disabilities (IWTD) in FY-14.</p> <p>Based on a review of the B1 data tables the participation of Individuals with Targeted Disabilities (IWTD) in the NAVFAC workforce is 0.62%, whereas the EEOC Goal is 2.0%.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>In FY 2014, access to the required data to conduct a thorough data analysis and barrier analysis was not available. HR Link access to obtain the MD-715 data tables was not available until July 2014. The MD-715 data tables allow a command to identify triggers, but does not contain sufficient information to conduct a proper data analysis which is needed to assist in determining the root cause of a trigger. In FY 2013, the DON EEO Program Office provided each command with raw workforce data which allowed for more in-depth analysis. Such data was not provided in FY 2014.</p> <p>Two FECs identified an attitudinal barrier towards people with disabilities. However, no information was provided as to how that barrier was identified.</p> <p>To prepare FEC EEO personnel to lead barrier analysis efforts in the future, the NAVFAC EEO Office provided initial barrier analysis training in August 2014. Additional training will be provided in FY 2015.</p> <p>With the limited data available NAVFAC was able to conduct a multi-year trends analysis which revealed that the participation rate of Individuals with Targeted Disabilities (IWTD) has fluctuated over the last five fiscal years. In FY 2012 there was an increased representation of IWTD as compared to FY 2011. In FY 2013 the participation rate of IWTD decreased. The participation rate of IWTD remained the same in FY 2013 through FY 2014.</p> <p>Information provided by the FECs also did not reveal any substantive barrier analysis to determine the root cause of the low participation of IWTD.</p>	

<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no NAVFAC policy, practice or procedure has been identified as a barrier resulting in the low participation rate of IWTD.</p> <p>While several FECs have identified an attitudinal barrier, additional inquiry will be conducted to determine the scope of the potential barrier.</p>
<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Obtain appropriate workforce data for the FECs to conduct data, trends, and barrier analysis. Provide FEC personnel the appropriate training to conduct a proper barrier analysis. Initiate the barrier analysis process.</p> <p>For those FECs that have identified an attitudinal barrier, additional inquiry will be conducted and elimination plans developed and initiated, as needed.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), DCHR, HRDs, EEO and Human Resources Specialists, Special Emphasis Program Managers and Committee Members, NAVFAC and FEC senior leadership, supervisors and managers, and employees.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>1 October 2014</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>30 September 2015</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		TARGET DATE (Must be specific)
1. Ensure FEC personnel receive Barrier Analysis Training.		30 December 2014
2. CDEEOO and NAVFAC AEP Manager will contact DON EEO Program Office for status of appropriate data for barrier Analysis purposes. CDEEOO and NAVFAC AEP Manager will work with NAVFAC TWMS Point of Contact to obtain alternative source for workforce data.		30 December 2014
3. NAVFAC AEP Manager will hold bi-monthly meetings with FEC personnel conducting barrier analysis to provide guidance.		30 November 2014 31 January 2015 31 March 2015 31 May 2015 31 July 2015 30 September 2015
4. FECs will provide quarterly updates on progress towards completion of FY 2015 planned activities and update on barrier analysis efforts.		31 January 2015 30 April 2015 31 July 2015 31 October 2015
5. Evaluate FEC barrier analysis accomplishments for FY 2015 to develop future barrier analysis initiatives.		30 September 2015
6. The CDEEOO and the NAVFAC AEP Manager will work with commands that have identified an attitudinal barrier to determine the scope of the barrier and develop elimination plan, as needed. Training to eliminate any attitudinal barriers will be identified and deployed, as needed.		28 February 2015 (determine scope) 30 September 2015 (elimination plans)

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE

EEOC FORM 715-01 PART I	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
(NAVFAC) FY 2015 I-4		FY 2015 Plan 1-4 (Asian Males & Females in High Grades)
<p>STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER:</p> <p>Provide a brief narrative describing the condition at issue.</p> <p>How was the condition recognized as a potential barrier?</p>	<p>NAVFAC continues to have a low participation rate of Asian males and females in in high grades in FY-14.</p> <p>Based on a review of the A1 data tables the participation of Asian Males in overall workforce is 9.70%, whereas the Asian Males in the GS-14 pay grade is 7.05% and in the GS-15 pay grade their participation rate is .92%. Asian Female participation rate in the overall NAVFAC population is 4.07%, compared to 1.37% in the GS-15 pay grade. Asian Females have a high participation rate in the GS-14 pay grade, 6.15%. There are no Asian Males or Female in the NAVFAC SES.</p>	
<p>BARRIER ANALYSIS:</p> <p>Provide a description of the steps taken and data analyzed to determine cause of the condition.</p>	<p>In FY 2014, access to the required data to conduct a thorough data analysis and barrier analysis was not available. HR Link access to obtain the MD-715 data tables was not available until July 2014. The MD-715 data tables allow a command to identify triggers, but does not contain sufficient information to conduct a proper data analysis which is needed to assist in determining the root cause of a trigger. In FY 2013, the DON EEO Program Office provided each command with raw workforce data which allowed for more in-depth analysis. Such data was not provided in FY 2014.</p> <p>To prepare FEC EEO personnel to lead barrier analysis efforts in the future, the NAVFAC EEO Office provided initial barrier analysis training in August 2014. Additional training will be provided in FY 2015.</p> <p>Information provided by the FECs also did not reveal any substantive barrier analysis to determine the root cause of the low participation of Asian Males and Females in high grades.</p>	
<p>STATEMENT OF IDENTIFIED BARRIER:</p> <p>Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.</p>	<p>To date no policy, practice or procedure has been identified as a barrier resulting in the low participation rate of Asian Males and Females in high grades.</p>	

<p>OBJECTIVE:</p> <p>State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.</p>	<p>Obtain appropriate workforce data for the FECs to conduct data, trends, and barrier analysis. Provide FEC personnel the appropriate training to conduct a proper barrier analysis. Initiate the barrier analysis process.</p>
<p>RESPONSIBLE OFFICIAL:</p>	<p>Command Deputy EEO Officer (CDEEOO), Deputy EEO Officers (DEEOOs), DCHR, HRDs, EEO and Human Resources Specialists, Special Emphasis Program Managers and Committee Members, NAVFAC and FEC senior leadership, supervisors and managers, and employees.</p>
<p>DATE OBJECTIVE INITIATED:</p>	<p>1 October 2014</p>
<p>TARGET DATE FOR COMPLETION OF OBJECTIVE:</p>	<p>30 September 2015</p>

EEOC FORM 715-01 PART I	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:	TARGET DATE (Must be specific)	
1. Ensure FEC personnel receive Barrier Analysis Training.	30 December 2014	
2. CDEEOO and NAVFAC AEP Manager will contact DON EEO Program Office for status of appropriate data for barrier Analysis purposes. CDEEOO and NAVFAC AEP Manager will work with NAVFAC TWMS Point of Contact to obtain alternative source for workforce data.	30 December 2014	
3. NAVFAC AEP Manager will hold bi-monthly meetings with FEC personnel conducting barrier analysis to provide guidance.	30 November 2014 31 January 2015 31 March 2015 31 May 2015 31 July 2015 30 September 2015	
4. FECs will provide quarterly updates on progress towards completion of FY 2015 planned activities and update on barrier analysis efforts.	31 January 2015 30 April 2015 31 July 2015 31 October 2015	
5. Evaluate FEC barrier analysis accomplishments for FY 2015 to develop future barrier analysis initiatives.	30 September 2015	

REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE